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A L M R S

C U R R E N T S Y S T E M

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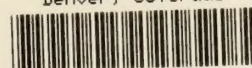
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Executive Summary

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Current Record Processing System

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Current Record Processing System

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CHIEF

UNITED STATES
DEPARTMENT OF JUSTICE
WASHINGTON, D. C.

TO THE HONORABLE
THE SENATE
AND THE HOUSE OF REPRESENTATIVES

IN RESPONSE TO A
RESOLUTION PASSED
BY THE SENATE
ON MAY 1, 1944

AND TO A
RESOLUTION PASSED
BY THE HOUSE OF REPRESENTATIVES
ON MAY 1, 1944

REPORT OF THE
COMMISSIONER OF THE
BUREAU OF PRISONS

FOR THE YEAR 1943

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I. EXECUTIVE SUMMARY

The Bureau of Land Management manages over 340 million acres of federal public lands and another 350 million subsurface acres in which the government owns mineral rights. Records showing legal ownership and use rights attached to those lands are kept in each State Office in the Bureau.

In 1977 the Bureau started a trial project to automate some of its records. The test was successful, and in 1983 the Bureau decided to fully automate its land and mineral case processing system (case types are listed on page IV-1). Some of the reasons for automating these records are:

- BLM records total over a billion documents
- Records presently exist on paper or microform copies
- They require manual maintenance
- Updating records is labor intensive
- They require large storage areas
- Records are available to only one person at a time
- Query response is slow

In 1984 the Bureau started the Life Cycle Management documentation required for new system development. The Bureau determined that contracting part of the study would be the most efficient method for completing the study. A contract to the Federal Computer Performance and Simulation Center (FEDSIM) was awarded in late FY 84 to perform parts of the Life Cycle Management analysis.

FEDSIM has requested certain data from the Bureau in order to perform the analysis. This book is one of two books containing the requested data. This first book (with user guide on the case recordation data base) contains information on the current system. The second book contains information on the proposed new system.

Book 1 has six major sections:

1. Executive Summary
2. Background
3. Current Manual System
4. Data Handling and Storage Requirements
5. Present ADP System
6. Interfaces

Additionally, some miscellaneous background material has been included in the back of Book 1 along with a separate notebook containing the "Users Guide to ALMRS" referenced in Section III.

The current case processing system is comprised of both manual and automated data. Automated data come from the case recordation data base and mining claims recordation system. Manual data come from case files not on the case recordation data base (normally inactive cases) and graphics, such as Master Title Plats or Use Plats. Data contained in the case recordation data base or mining claims recordation system cannot be spatially oriented without use of the plats.

The proposed ALMRS system will combine data bases contained in the case recordation/mining claims system with data bases created for legal land description and status data for all BLM states except Alaska, which will use a separate system. The new system will enable the Bureau to process cases faster and more efficiently, and help people outside the Bureau access data more effectively for public lands.

II. Background

A. Bureau Mission

The Bureau of Land Management (BLM) is located in the Department of the Interior. To understand its mission, a brief history is required. The present day Bureau of Land Management began with the consolidation of the General Land Office and the Grazing Service.

The General Land Office was created in 1812 and placed in the Treasury Department to administer the disposal of public lands gained from various treaties. In 1849, the General Land Office was transferred to the newly established Department of the Interior. In 1934, the Grazing Service was established in the Interior Department to provide for the orderly use, improvement, and development of public grazing lands as authorized by the Taylor Grazing Act. In 1946, the General Land Office and the Grazing Service were consolidated, and in addition given the responsibilities for administration of the Oregon and California Grant Lands (O&C Lands) in Western Oregon and for certain programs in the Territory of Alaska. Since that time, enactment of many additional laws has expanded the Bureau's mission to encompass the management of a wide variety of both surface and subsurface resources in Federal ownership.

The Bureau presently manages the surface and mineral resources of some 340 million acres. These are the "Public Lands" as we know them today, encompassing about one-sixth of the total land area of the United States. In addition, the Bureau is responsible for managing the Federally-owned mineral resources underlying another 350 million acres of other Federally-managed lands and privately-owned surface estate.

The basic mission of the Bureau is to manage these resources to provide maximum public benefit both now and in the future. This mission includes the dedication to carry out whatever programs are required to ensure that the public lands and their resources are managed for the long-range public good and protection of environmental quality.

While many objectives are contained within this mission, the most important ones are multiple use and sustained yield. The multiple use objective recognizes that any particular land area and its resources may offer the potential for a variety of uses, some of them mutually exclusive. The Bureau strives to manage the public lands to provide maximum public benefits through the best combination of uses for which an area is capable.

The sustained yield objective requires that renewable resources are managed to achieve and maintain a high-level, regular periodic output within the context of multiple-use management.

In order to achieve its objectives and accomplish its mission as manager of the public lands, the Bureau of Land Management performs a wide variety of functions:

1. The Bureau develops programs designed to apply sound management practices to the use of public lands and their resources. These programs include activities in the following areas: domestic livestock grazing, fish and wildlife ecology and habitat development, outdoor recreation, timber production, watershed protection, wilderness preservation, minerals classification, exploration and development, environmental protection and enhancement, river basin planning, and land use planning under the concept of multiple-use management. Resource management and development activities are supported by a construction and maintenance program which provides and maintains roads, trails, and physical facilities, such as recreation facilities, range improvements, watershed control structures, and other surface resource facilities. The Bureau also maintains an active program to protect the public lands and their resources from wildfires and from all forms of public and private misuse.
2. The Bureau is responsible for mineral and realty activities on the public lands and for mineral activities on large areas of Federal land managed by other agencies (e.g., National Forests), including: the adjudication of mineral lease applications; the management of leaseable mineral resources; the management of saleable mineral materials; the administration of the General Mining Laws; the coordination of mineral uses with all aspects of surface management; the disposition of BLM-managed lands for appropriate public or private purposes; the granting and administering of various rights-of-way, easements and permits for occupancy of public lands; and the maintenance of basic land ownership records for all public lands.
3. The Bureau performs cadastral surveys (property) on the public lands and certain other Federal lands to carry out specific responsibilities and to protect bona fide private rights. It prepares and approves land and mineral plats that provide the legal descriptions necessary for management and disposal of public lands and resources.

B. Bureau Organization

The BLM is a line management organization with 220 offices scattered throughout the western United States, Alaska, Alexandria Virginia, and Washington, D.C. This recognizes the need for a field capability that can respond effectively to public service and resource needs, and reflects the Bureau's decentralization of authority. The basic organization structure includes: Headquarters Office (Washington, D.C.), and 12 State Offices. Fifty-five District and 155 Resource Area offices operate under the guidance of their respective State Office. The following is a list of each office's responsibilities:

The Resource Areas are line management entities of the field structure. This places the Area Manager in a direct line management relationship with the District Manager in contrast to the staff role of District Division Chiefs. Divisions are subordinate staff components of an office and advise or assist the appropriate line manager. Resource Area Managers are decisionmaking officials with specific line management responsibilities and authorities.

Resource Areas are not autonomous offices that operate independently of the District. Rather they are offices that derive their authority and receive their guidance and direction from the District. Area Managers exercise delegated decision authorities and manage and direct all work tasks leading to decisions.

In addition to the line offices discussed above, the Bureau has two other offices: the Denver Service Center and the Boise Interagency Fire Center. The BLM Service Center (SC) is responsible for the administration functions (payroll, personnel, accounting, space management, etc.) of the Bureau. Additional responsibilities include development, operations, and maintenance of the central computer, and research and development of scientific systems to assist operations in the field offices. The Boise Interagency Fire Center (BIFC) is responsible for coordinating all fire support for fires on Federal lands. Their role has expanded to include fires in all 50 states and Canada through cooperative agreements.

C. Records

The Bureau records for land and minerals are an integral part of management of the public lands. These records are used in performing a wide variety of functions including historic research, filing of mining claims, issuing rights-of-way (ROW), oil and gas leasing, mineral leasing, etc. BLM records define legal ownership of approximately 80% of the land in the United States. Without these records, the Bureau could not function.

The records are comprised of graphics (maps and overlays such as Master Title Plats, Use Plats, Historical Indices, etc.) and alpha-numerics (written reports, including lands evaluations, resource evaluations, applications, etc.). Users of the records include BLM, other Federal, state, and local government agencies, private companies and private individuals.

The BLM faces a number of problems with its present records. These include:

- Records are located in 220 BLM offices
- Records total over a billion documents
- Most records are manually maintained
- Comprehensive sets of records are accessible at only a few offices
- Many of the records have deteriorated
- Some records are illegible

BLM Headquarters - provides support for Directorate decisionmaking through coordination and control of Bureau management systems. Objectives to be achieved by Headquarters Office personnel are fourfold:

1. Develop and translate executive, legislative, and judicial policy into specific sets of programs to pursue national goals in a consistent manner throughout the Bureau's field organization.
2. Identify policy and decision needs for the mid and long-term future, anticipate problem areas and opportunities, analyze policy and program alternatives and their consequences, integrate Bureau expertise with other sources of knowledge in the decisionmaking process, and develop and support legislative proposals to respond to changing national needs and priorities.
3. Respond to requests from the Congress, the President and Executive leadership, the Courts, and the general public for information, assistance, and comment on items of concern in public land management. Provide support to Secretarial officials in the coordination of Bureau programs with those of other Federal agencies and governmental entities.
4. Assure that all program responsibilities delegated to Bureau units are being fulfilled in compliance with established policies and procedures. Control the operations of the entire organization by: (1) approving or disapproving program plans, annual work plans, and the budget; (2) maintaining coordinated management decision and information systems; and (3) issuing orders, directives, memoranda, and procedural guidance as necessary.

The State Office's role focuses on Statewide policy setting, facilitating and coordinating implementation of that policy, communicating policy internally as well as outside the organization, and monitoring and evaluating program effectiveness. The State Office provides program direction, guidance, and support to subordinate organization levels in a manner that does not duplicate or overlap the functions performed at those levels. In addition, the State Office performs specified operational work and provides certain support services. These activities are limited to those functions which can be performed in a more efficient and cost-effective manner when centralized.

District Offices provide oversight, guidance, and support to the Resource Area within specified goals previously developed in conjunction with the State Office.

The Resource Area has two major roles. Its staff is responsible for all local resource management activities which take place within the geographic boundaries of the Resource Area. It functions as the Bureau's primary field contact for public and resource use information.

D. Automated Records

In 1977, the Bureau began to automate land and mineral records in a trial project. The following year, mining claims began to be entered into an automated system. In 1982, oil and gas records were automated on the case recordation data base. In the following years, new land and mineral cases have been entered into the automated case recordation data base. This data base has the capability of providing automated Serial Register Pages, limited statistical reports, case counts, individual case tracking, and case abstracts.

In 1983, the Bureau decided to fully automate its records, using both alphanumeric data and graphic data, to replace the current manual system with the Automated Land and Mineral Record System (ALMRS). The objective of ALMRS is to:

- Streamline responses to land and mineral inquiries
- Facilitate processing of applications and permits
- Improve access to ownership and use records
- Ensure accuracy and consistency of data
- Improve the Bureau's planning, tracking, and evaluation of its programs
- Reduce costs of records management

E. Current Records System

The current record system process is pictured in diagram II-1. Presently, the case processing system is a mix of manual and automated processing. All cases except mining claims received by the Bureau go through the process depicted in diagram II-1. The mining claim system is depicted separately in diagram II-1 because of the differences in processing.

The flow chart developed for case processing (diagram II-1) presents the steps taken to process an application. Case Processing is divided into six major components or modules: Case Receiving, Records Maintenance, Money, Pre-authorization, Appeals and Post-authorization. These modules are described as follows:

1. Case Receiving - This module covers the steps involved in receiving an application and determining whether the information received is adequate to establish a case file. If the application is not adequate for any reason, the materials are returned to the applicant. The applicant may re-enter the module with a revised application. If the application is adequate, a case file is established and the materials are serialized. Any materials requested of the applicant as a result of a future step in the case processing would also enter this module at the start and pass through the necessary steps.

2. Records Maintenance - Once a case file is established, the case is put into dockets for tracking and records are maintained concerning the status of the case. A Serial Register Page is initiated and updated as particular steps are completed in case processing. If there is a requirement of noting an action on Master Title Plats, that step will be completed in this module. The case file will return to this module for maintaining the records from several points in case processing. This is also the component that will store a file during a period of inactivity.
3. Money - If monies are required to process an application, the monies will be processed in this module. This module is also involved if monies are required during the final processing before authorization or if subsequent monies are required after the issuance of the authorization. This module is where the interface with the Financial Management System is initiated and maintained.
4. Pre-Authorization - All the steps which lead up to the issuance of an authorization are part of the pre-authorization module. The application content is examined, resource evaluation is conducted, necessary reports and concurring documents are requested and processed, and the preparation of the authorization document is completed. At several points in this module, additional information may be required in order to continue processing. This information may be required of the applicant or another agency. When this information is received and processed, the process will continue until an authorization is issued or a decision to reject the application is made. Both the authorization or rejection will result in a records notation sending the file to module 2. Either decision could result in an appeal by the applicant or an adversely effected third party. The rejection decision is the most likely step that results in the filing of an appeal.
5. Appeals - The module covers the steps taken if an appeal is filed. The module is only involved if an action taken in module 4 or 6 results in a decision that is appealed. The appeal or protest may result in an administrative hearing or go directly to the Interior Board of Land Appeals. This is the end of BLM administrative actions. The Federal Court System (District Court, Circuit Court of Appeals, Supreme Court) is the next step that an action may be contested on. Actions taken in this module are tracked by records maintenance. At this end of the appeal process, the case will go into module 2 (records maintenance) and may be directed to return to the step in the module where the action was taken that resulted in the appeal. The appeal may be as a result of an action involving the case as a whole, such as a rejection of an application. It also could be a result of a specific action which rejected the action rather than the entire case.

6. Post-authorization - This module covers the steps taken after the issuance of an authorization. This includes the monitoring of activities that were authorized for compliance with the terms and conditions of the authorization. There are two different sets of steps which may be followed, depending on whether the case is minerals or lands related. In the case of mineral production on an authorized lease, an interface with the MS-1 System (Minerals System -1) is established. This system tracks production activity related to oil and gas leases. If rentals/royalties are required as a term or condition of the authorization, an interface with the Financial Management System has been established and is maintained. Transfers in ownership of an authorization are also part of this module. Several steps within this module may be tracked by records maintenance.

Some case groups will not be processed through module 6. There may be individual cases that will not be processed through module 3 (Monies) even though the case group, as a whole, normally does. The Appeals module (5) is involved only if an individual case within any case group is appealed.

III. CURRENT SYSTEM
(Case Processing)

III. CURRENT CASE PROCESSING SYSTEM

This section will discuss in more detail the case processing system described in Section II. It will detail all of the significant steps necessary to process the various cases. The case processing system diagrammed in Section II has been subdivided into the individual steps needed to process. Diagram III.1 details the flow of the case processing system. It has been grouped into the same six submodules displayed in Diagram II.1. Each step has a narrative of the actions taken as well as the inputs and outputs to each step.

A. Current System

The current system is actually comprised of an automated case recordation data base, a manual graphic data base, and an automated mining claim processing system. Diagram III.1 shows the steps necessary to process all cases except mining claims, which are presently processed on an automated system separate from the case recordation system. A discussion of mining claims is contained in Part C of this section.

Process No.: 1.1

Process Title: Materials received in mail

Process Description:

Lands

Materials received. Date and time stamped (has to be here, as all material is stamped before distributing, not just case file related)

Minerals

Materials received. Date and time stamp all materials

Next Process: 1.3

Minerals Inputs:

- General materials
- Requests for Authorization
- Title Transfers
- Changes in Terms & Conditions
- Notification or Responses from applicant
- Competitive Sale Requests
- Protests or appeals
- Requests for Information
- Bonds
- Additional requirements
- District offices notification or response

Outputs:

- General materials
- Requests for Authorization
- Title Transfers
- Changes in Terms & Conditions
- Notification or Responses from applicant
- Protests or appeals
- Requests for Information
- Bonds
- Additional requirements
- District offices notification or response

Lands Inputs:

- General materials
- Application for Use Authorization
- Title Transfer
- Additional information/action requested to process an earlier earlier filed application.
- General non-case related paperwork
- Directives, etc. not related to specific application

Outputs:

- General materials
- Same as inputs so far, just pieces of paper
- Additional information/action requested to process an earlier filed application.
- General non-case related paperwork
- Directives, etc. not related to specific application

Process No.: 1.2

Process Title: Materials hand delivered

Process Description:

Lands

Materials are hand delivered. Date and time stamp all materials.

Minerals

Materials are hand delivered. Date and time stamp all materials.

Next Process: 1.3

Minerals Inputs:

- general materials
- Requests for Authorization, Title Transfers
Change in terms & conditions
- Additional requirements
- Responses from applicant
- District, offices notifications or responses
- Agency notification
- Response appeals
- Protests
- Competitive sale requests
- Requests for information
- Bonds

Outputs:

- general materials
- Requests for Authorization, Title Transfers
Change in terms and Conditions
- Additional requirements
- Responses from applicant
- District, offices notifications or responses
- Agency notification
- Response appeals
- Protests
- Competitive sale requests
- Requests for information
- Bonds

Lands Inputs:

- General materials
- Application for use authorization
- Title transfer
- Additional information/action requested to process
an earlier filed application
- General non-case related requests for
- General non-case related information.
- Directives, etc. not related to specific application

Outputs:

- general materials
- Application for use authorization
- Title transfer
- Additional information/action requested to process
an earlier filed application
- requests for information
- Directives, etc. not related to specific application.

Process No.: 1.3

Process Title: Are materials case related?

Process Description:

Lands

Does material relate to an established case file or an action requiring establishment of a new casefile.

Minerals

Does material relate to an established case file or an action requiring establishment of a new casefile.

Next Process: If no, 1.4, if yes, 1.6

Minerals Inputs:

- General materials
- Requests for Authorization
- Title Transfers
- Changes in Terms & Conditions
- Notification or Responses from applicant, District or other Agencies
- Competitive Sale Requests
- Protests or appeals
- Requests for Information
- Bonds

Outputs:

- General materials
- Requests for Authorization
- Title Transfers
- Changes in Terms & Conditions
- Notification or Responses from applicant, District or other Agencies
- Competitive Sale Requests
- Protests or appeals
- Requests for Information
- Bonds

Lands Inputs:

- General materials
- Application for Use Authorization
- Title Transfer
- Additional information/action requested to process an earlier filed application
- General non-case related paperwork
- Directives, etc., not related to a specific application

Outputs:

- General materials
- Application for Use Authorization
- Title Transfer
- Additional information/action requested to process an earlier filed application.
- General non-case related paperwork
- Directives, etc., not related to a specific application

Process No.: 1.4

Process Title: Regular mail routing

Process Description:

Lands

If the answer of 1.3 is no, the materials will be routed as to established routing procedures. Will be routed to proper individuals in 1.5

Minerals

If the answer of 1.3 is no, the materials will be routed as to established routing procedures. Will be routed to proper individuals in 1.5

Next Process: 1.5

Minerals Inputs:

- General non-case related paperwork

Outputs:

- General non-case related paperwork

Lands Inputs:

- General non-case related paperwork

Outputs:

- General non-case related paperwork

Process No.: 1.5

Process Title: Individual review

Process Description:

Lands

Materials are reviewed by the individual and distributed to appropriate action office.

Minerals

Materials are reviewed by the individual and distributed to appropriate action office.

Next Process: End of Process

Minerals Inputs:

- General non-case related paperwork

Outputs:

- General non-case related paperwork

Lands Inputs:

- General non-case related paperwork

Outputs:

- General non-case related paperwork

Process No.: 1.6

Process Title: Does material have a serial No.?

Process Description:

Lands

Determine if materials received have a serial number attached

Minerals

Determine if materials received have a serial number attached

Next Process: If yes 1.12, If no 1.7

Minerals Inputs:

- Application form or request
- Money
- Bonds
- Protests or appeals
- Exploration plan
- Maps
- Competitive Bids
- Winning simultaneous offers
- Responses or Notification

Outputs:

- Send serialized material to 1.12
- Send non-serialized material to 1.7

Lands Inputs:

- General materials
- Application for use authorization
- Title transfer
- Additional information/actions requested to process an earlier

Outputs:

- Send serialized material to 1.12
- Send non-serialized material to 1.7

Process No.: 1.7

Process Title: Screen materials

Process Description:

Lands

Case related materials are screened to determine what type of materials have arrived.

Minerals

Case related materials are screened to determine what type of materials have arrived.

Next Process: 1.8

Minerals Inputs:

- Money
- Application
- Legal land description
- Competitive bid in a sealed envelope
- Map
- Exploration plan

Outputs:

- Money
- Application
- Legal land description
- Competitive bid in a sealed envelope
- Map
- Exploration plan

Lands Inputs:

- Money
- Application
- Map with rights-of-way
- Legal description
- Develop plans

Outputs:

- Money
- Application
- Map with rights-of-way
- Legal description
- Develop plans

Process No.: 1.8

Process Title: Is money required

Process Description:

Lands

A determination is made as to whether money is required to process this case

Minerals

A determination is made as to whether money is required to process this case

Next Process: If yes 1.9, if no 1.11

Minerals Inputs:

- Money
- Case related materials
- Competitive bids and bonds
is kept sealed until the sale
- Maps
- Exploration plan

Outputs:

- Money
- Case Related materials
- Competitive bids and bonds
is kept sealed until the sale
- Maps
- Exploration plan

Lands Inputs:

- Money
- Case related materials

Outputs:

- Money
- Case Related materials

Process No.: 1.9

Process Title: Is money with materials

Process Description:

Lands

Once it is determined that money was required, materials are screened to determine if the proper amount of money received is adequate to meet the filing requirements established for that case type.

Minerals

Once it is determined that money was required, materials are screened to determine if the proper amount of money received is adequate to meet the filing requirements established for that case type.

Next Process: If yes 1.11, if no 1.10

Minerals Inputs:

- Money
- Case related materials
- Competitive bid cannot be opened until sale

Outputs:

- Money
- Case Related materials
- Competitive bid cannot be opened until sale

Lands Inputs:

- Money
- Case related materials

Outputs:

- Money
- Case Related materials

Process No.: 1.10

Process Title: Request proper information.

Process Description:

Lands

If the answers to either 1.9 or 1.11 is no, the materials received from applicant are returned. Proper materials or money will be requested from applicant. When the applicant submits these materials, process from the start.

Minerals

If the answers to either 1.9 or 1.11 is no, the materials received from applicant are returned. Proper materials or money will be requested from applicant. When the applicant submits these materials, process from the start.

Next Process: Start

Minerals Inputs:

- All materials received

Outputs:

- All materials received

Lands Inputs:

- All materials received

Outputs:

- All materials received

Process No.: 1.11

Process Title: Other application Materials adequate

Process Description:

Lands

Review application and determine if the proper forms exist, or that any additional information requested during the adjudication process was received. Send to Process 1.10 only if the proper applications forms or money do not exist.

Minerals

Review application and determine if the proper forms exist, or that any additional information requested during the adjudication process was received. Send to Process 1.10 only if the proper applications forms or money do not exist.

Next Process: If yes 1.13, if no 1.10

Minerals Inputs:

- Case related materials
- Money
- Plan of operation
- Map
- Application form or request

Outputs:

- Case related materials
- Money
- Plan of operation
- Map
- Application form or request

Lands Inputs:

- Case related materials
- Plan of development
- Description of proposal
- Map for right-of-way

Outputs:

- Case related materials
- Plan of development
- Description of proposal
- Map for right-of-way

Note: Evaluation of materials to determine if the application is valid and meets the legal requirements are performed by the adjudicator during the case processing module.

Process No.: 1.12

Process Title: Is there money with materials?

Process Description:

Lands

Determine whether there is money with the serialized case materials. If no additional money was requested, send materials to dockets for file management.

Minerals

Determine whether there is money with the serialized case materials. If no additional money was requested, send materials to dockets for file management.

Next Process: If yes 2.0, if no 2.1

Minerals Inputs:

- Case related materials
- Money
- Winning simultaneous offers
- Competitive bids not opened

Outputs:

- Same as Inputs

Lands Inputs:

- Application for use authorization
- Title transfer
- Additional information requested to process an earlier filed application
- Money

Outputs:

- Application for use authorization
- Title transfer
- Additional information
- Money to 2.0

Process No.: 1.13

Process Title: Serialized case material

Process Description:

Lands

Assign serial number and stamp materials with assigned number; place materials in case folder.

Minerals

Assign serial number and stamp materials with assigned number; place materials in case folder.

Next Process: 2.0

Minerals Inputs:

- Case related materials
- Money

Outputs:

- Case related materials
- Money
- Serial register page

Lands Inputs:

- Case related materials
- Money

Outputs:

- Case related materials
- Money
- Serial register page

Note: Serialized case number is entered into the automated case recordation system at this time for all new cases.

Process No.: 2.0

Process Title: Case/Money splitter

Process Description:

Lands

At this point, money is separated from the case material.

Minerals

At this point, money is separated from the case material.

Next Process: Money to 3.0, Case to 2.1

Minerals Inputs:

- Money
- Case materials
- Simultaneous winners are accompanied by a voucher from Wyoming
- Competitive bids

Outputs:

- Money to 3.0
- Case materials 2.1
- Accounting advice
- Competitive bids

Lands Inputs:

- Money
- Case Materials

Outputs:

- Money 3.0
- Case materials 2.1

Process No.: 2.1

Process Title: Dockets.

Process Description:

Dockets is the focal point for case file management and tracking. It is critical that employees in Dockets know the whereabouts of a file, and it depends upon others conscientiously advising Dockets that a file has been sent to someone, or is in an office other than the office to which it is currently charged. Dockets must in turn keep its records current. Dockets performs the following:

- Pull up serialized case file in response to Future Action Suspense;
- File incoming material pertinent to case with the case file;
- Send file to appropriate office if action is required;
- Charge-out, if incoming material does not require action, send to individual case;
- Change charge-out if case file is coming back through dockets enroute to another person or office;
- Prepare reports on number of cases on hand, acted upon, closed, etc. during a specified period;
- Send to and/or request records stored at the National Record Centers and/or copies of records stored at the National Archives.

Next Process: 2.2

Land Inputs:

- Case file
- Case materials

Outputs:

- Case file
- Charge-out jacket

Mineral Inputs:

- Case file
- Case materials

Outputs:

- Case file
- Charge-out jacket

Process No.: 2.2

Process Title: Should case be sent to Federal Record Center?

Process Description:

Lands

This question is only asked when final disposition of case has been determined, or if long-term storage is necessary.

Minerals

This question is only asked when final disposition of case has been determined, or if long-term storage is necessary.

Next Process: If no 2.3, if yes 2.19

Minerals Inputs:

- Case file

Outputs:

- Case file

Lands Inputs:

- Case file

Outputs:

- Case file

Note:

- Short case types - permanent, short term, long term or perpetual retention.
- Shelf list and record transfer papers for cases in particular shipment to FRC.

Process No.: 2.3

Process Title: Is public review requested

Process Description:

Lands

Public or internal inquiry, not associated with case process. Individual reporting case file for review will submit proper request form.

Minerals

Public or internal inquiry, not associated with case process. Individual reporting case file for review will submit proper request form.

Next Process: If no, 2.4, if yes, 2.16

Minerals Inputs:

- Case file request form

Outputs:

- Case file
- Charge-out jacket
- Telephone call, memo when case is not on shelf to individual handling case.

Lands Inputs:

- Case file request form

Outputs:

- Case file
- Charge-out jacket
- Telephone call, memo when case is not on shelf to individual handling case.

Process No.: 2.4

Process Title: Is records notations required

Process Description:

Lands

Does master title plats, use plats, historical indexes, serial register pages, tract books, or plat books require notations?

Minerals

Does master title plats, use plats, historical indexes, serial register pages, tract books, or plat books require notations?

Next Process: If yes, 2.5, if no, 4.0

Minerals Inputs:

- Case file

Outputs:

- Case file
- MTP
- Use plats
- HI
- Serial register page

Lands Inputs:

- Case file

Outputs:

- Case file
- MTP
- Use plats
- HI
- Serial register page

Process No.: 2.5

Process Title: Notate serial register page

Process Description:

Lands

Update existing serial register page or create new serial register page with land description, owner, serial number and any case action.

Minerals

Update existing serial register page or create new serial register page with land description, owner, serial number and any pending case action.

Next Process: 2.6

Minerals Inputs:

- Case file
- Serial Page

Outputs:

- Case file
- Serial Register Page

Lands Inputs:

- Case file

Outputs:

- Case file
- Serial Register Page

Note: Notation are made to the automated case recordation system with proper action code

Process No.: 2.6

Process Title: Serial register page/case file splitter

Process Description:

Lands

Serial register is sent to the public room for placement in binders. Case file is sent to records notations. Additional distribution of the serial page will be made at process 2.14.

Minerals

Serial register is sent to the public room for placement in binders. Case file is sent to records notations. Additional distribution of the serial page will be made at process 2.14.

Next Process: Serial register page to 2.1. Case file to 2.7

Minerals Inputs:

- Serial Register Page
- Case file

Outputs:

- Serial Register Page
- Case file
- Charge-out jacket prepared in notations and filed in dockets.

Lands Inputs:

- Serial Register Page
- Case file

Outputs:

- Serial Register Page
- Case file
- Charge-out jacket prepared in notations and filed in dockets

Process No.: 2.7

Process Title: Is records notations required?

Process Description:

Lands

Do the master title plat, historical index, tract books, or plat books require notations?

Minerals

Do the master title plat, historical index, tract books, or plat books require notations?

Next Process: If yes 2.8, if no 4.0

Minerals Inputs:

- Case file

Outputs:

- Case file

Lands Inputs:

- Case file

Outputs:

- Case file

Process No.: 2.8

Process Title: Are plats adequate?

Process Description:

Lands

Does the master title plats or use plats exist, and are they adequate for updating? (May include both data and physical refurbishing)

Minerals

Does the master title plats or use plats exist, and are they adequate for updating? (May include both data and physical refurbishing)

Next Process: If yes, 2.10, if no, 2.9

Minerals Inputs:

- Case file
- MTP
- Use plats
- HI
- Tract books
- Plat books

Outputs:

- Case file
- MTP
- Use plats
- HI
- Tract books
- Plat books

Lands Inputs:

- Case file
- MTP
- Use plats
- HI
- Tract books
- Plat books

Outputs:

- Case file
- MTP
- Use plats
- HI
- Tract books
- Plat books

Process No.: 2.9

Process Title: Drafting

Process Description:

Lands

Create new plats if one does not exist or re-draft plats that are not acceptable for updating.

Minerals

Create new plats if one does not exist or re-draft plats that are not acceptable for updating.

Next Process: 2.7

Minerals Inputs:

- Case file
- Old MTP's

Outputs:

- Case file
- New MTP's or Use plats
- Enhanced MTP's or Use Plats

Lands Inputs:

- Case file
- Old plats

Outputs:

- Case file
- New plats
- Enhanced Plats

Process No.: 2.10

Process Title: Are case materials adequate for record update?

Process Description:

Lands

Is case data adequate to update master title plat, use plat, historical index, tract book or plat book.

Minerals

Is case data adequate to update master title plat, use plat, historical index, tract book or plat book.

Next Process: If no, 2.11, if yes, 2.12

Minerals Inputs:

- Case file

Outputs:

- Case file

Lands Inputs:

- Case file

Outputs:

- Case file

Process No.: 2.11

Process Title: Request additional information to support records notations.

Process Description:

Lands

Send letter or telephone call to applicant, owner or BLM office requesting additional information about legal land description. Case file is returned to docket until information is received, applicant's response received at start process. Decision is retained in Notations until District provides adequate information. (In lands cases, for which processing authority has been delegated to Districts, State Office receives only decision, such as one approving a right-of-way. It frequently does not contain enough information to note the records, requiring a note or telephone call to District to supply the missing information.)

Minerals

Send letter to applicant or owner, note telephone call to BLM office requesting additional information about legal land description. Case file is returned to docket until information is received, applicant's response received at start.

Next Process: Start and 2.1

Minerals Inputs:

- Case file
- Decision

Outputs:

- Letter requesting additional information
- Case file
- Decision annotated

Lands Inputs:

- Case file
- Decision

Outputs:

- Letter requesting additional information
- Case file
- Decision annotated

Process No.: 2.12

Process Title: Records update

Process Description:

Lands

Update the master title plat, use plat, historical index, tract book or plat book.

Minerals

Update the master title plat, use plat, historical index, tract book or plat book. Prepare simultaneous list for publication.

Next Process: 2.13

Minerals Inputs:

- Case file
- Old master title plat
- Use plat
- Historical index
- Track book
- Plat book
- Terminated/Expired cases
- Serial Pages for update

Outputs:

- Case file
- Updated master title plat
- Use plat
- Historical index
- Track book
- Plat book
- Simultaneous list of offerings
- Serial Pages

Lands Inputs:

- Case file
- Old master title plat
- Use plat
- Historical index
- Tract book
- Plat book

Outputs:

- Case file
- Old master title plat
- Use plat
- Historical index
- Track book
- Plat book

Process No.: 2.13

Process Title: Reproduction

Process Description:

Lands

Master title plat, use plat and historical index are reproduced on hard copy or microfilm. The copies are date stamped to show the status is current as of the date of the reproduction, except for the MTP's, use plats filed in the public room. The track book and plat books are not reproduced. The number of copies depends on how many locations throughout the state are interested in the action.

Minerals

Master title plat, use plat and historical index are reproduced on hard copy or microfilm. The copies are date stamped to show the status is current as of the date of the reproduction, except for the MTP's, use plats filed in the public room. The track book and plat books are not reproduced. The number of copies depends on how many locations throughout the state are interested in the action.

Next Process: 2.14

Minerals Inputs:

- Master title plat
- Use plat
- Historical Index

Outputs:

- Paper copy use plats
- Paper copy Historical Index
- Microfilm copy use plat
- Microfilm copy Historical Index
- Paper copy MTP
- Microfilm copy MTP

Land Inputs:

- Master title plat
- Use plat
- Historical Index

Outputs:

- Paper copy use plats
- Paper copy Historical Index
- Microfilm copy use plat
- Microfilm copy Historical Index
- Paper copy MTP
- Microfilm copy MTP

Process No.: 2.14

Process Title: Distribution

Process Description:

Lands

Distribute copies of the master title plat, use plat, serial register page, or historical index to the case file and to public room (public rooms may include District and Area offices) as appropriate (HI would ordinarily not be reproduced for case file).

Minerals

Distribute copies of the master title plat, use plat, serial register page, or historical index to the case file and to public room (public rooms may include District and Area offices) as appropriate. (HI would ordinarily not be reproduced for case file).

Next Process: Public room 2.18, case file 2.15, Dockets 2.1

Minerals Inputs:

- Paper copy of the master title plat, use plat and historical index
- Microfilm copy of the master title plat, use plat and historical index

Outputs:

- Paper copy to the case file
- Paper copy or microfilm to the public room
- Paper copy or microfilm to District Offices

Lands Inputs:

- Paper copy of the master title plat, use plat and historical index
- Microfilm copy of the master title plat, use plat and historical index

Outputs:

- Paper copy to the case file
- Paper copy or microfilm to the public room
- Paper copy or microfilm to District Offices

Process No.: 2.15

Process Title: Master title plat, or use plat or HI copy into case file

Process Description:

Lands

One paper copy of the master title plat or use plat is folded to proper dimensions and placed in case file

Minerals

One paper copy of the master title plat or use plat is folded to proper dimensions and placed in case file

Next Process: 4.0

Minerals Inputs:

- Paper copy of master title plat or use plat
- Case file

Outputs:

- Case file

Lands Inputs:

- Paper copy of master title plat or use plat
- Case file

Outputs:

- Case file

Process No.: 2.16

Process Title: Is proprietary or confidential data in case file?

Process Description:

Lands

Does case file contain proprietary or confidential data?

Minerals

Does case file contain proprietary or confidential data?

Next Process: If yes, 2.17, if no, 2.18

Minerals Inputs:

- Case file

Outputs:

- Case file

Lands Inputs:

- Case file

Outputs:

- Case file

Process No.: 2.17

Process Title: Remove proprietary or confidential data

Process Description:

Lands

Remove any data that may be proprietary or confidential in nature.

Minerals

Remove any data that may be proprietary or confidential in nature.

Next Process: 2.18

Minerals Inputs:

- Case file

Outputs:

- Case file less confidential or proprietary data

Lands Inputs:

- Case file

Outputs:

- Case file less confidential or proprietary data

Process No.: 2.18

Process Title: Public room inspection

Process Description:

Lands

Deliver case file to requester for review. Public is not allowed to remove case file from public room. Copies of the serial register pages, master title plats and use plats are also available for review. Copies may also be requested of any case related materials, serial register pages, master title plats or use plats.

Minerals

Deliver case file to requester for review. Public is not allowed to remove case file from public room. Copies of the serial register page, master title plats and use plats, are also available for review. Copies may also be requested of any case related materials, serial register pages, master title plats or use plats.

Next Process: 2.1

Minerals Inputs:

- Case file

Outputs:

- Case file
- Requester signature sheet

Lands Inputs:

- Case file

Outputs:

- Case file
- Requestor for signature sheet

Process No.: 2.19

Process Title: Notation of serial register page for Federal Records Center storage

Process Description:

Lands

Federal Records Center storage number has been requested, and this number placed on serial register page and/or log.

Minerals

Federal Records Center storage number has been requested, and this number placed on serial register page and/or log.

Next Process: 2.20

Minerals Inputs:

- Case file with closed case decision having been made by Adjudication (withdrawn, terminated, expired, relinquished, cancelled or action not taken within an allocated time).

Outputs:

- Case file and serial page
- Serial Register Page update

Lands Inputs:

- Case file

Outputs:

- Case file and serial page
- Serial Register Page update

Note: In practice, this probably occurs after file has been sent to FRC; there is a period of 2-3 weeks between shipment and processing by FRL that the file is not readily available and BLM does not know the location at FRC.

Process No.: 2.20

Process Title: Send to Federal Records Center

Process Description:

Lands

Case file is sent to Federal Records Center for storage and/or disposition.

Minerals

Case file is sent to Federal Records Center for storage and/or disposition.

Next Process: End, unless a request for review is received later. If so, it is requested from dockets.

Minerals Inputs:
Case file

Outputs:
Case file

Lands Inputs:
Case file

Outputs:
Case file

Process No.: 3.0

Process Title: Money splitter

Process Description:

Lands

Two types of money may exist: direct (earned) money or suspense money. The direct money can be earned directly into a established fund. Suspense money is either excess money above the money that can be earned direct, or money that you cannot make the determination as to which fund it goes into at this time.

Minerals

Two types of money may exist: direct money or suspense money. The direct money can be earned directly into a established fund. Suspense money is either excess money above the money that can be earned direct, or money that you cannot make the determination as to which fund it goes into at this time.

Next Process: Direct money to 3.1, Suspense money to 3.4

Minerals Inputs:

- Money
- Adjudicator applies or refunds the money and makes decision about whether suspended monies are applied or refunded
- Hold competitive bids

Outputs:

- Direct earned
- Suspense

Lands Inputs:

- Filing Fee
- Cash equalization payment (exchanges)
- Bid on sale parcel
- Rental responsive to decision
- Reimbursable Deposit

Outputs:

- Direct earned
- Suspense

Note: Except for filing fees, lands or minerals adjudicator would have to advise accounts to apply or refund part or all of the money

Process No.: 3.1

Process Title: Deposit to direct earned account

Process Description:

Minerals

Money is deposited to a direct earned account; Accounting advices are prepared and distributed.

Lands

Money is deposited to a direct earned account. Accounting advices are prepared and distributed.

Next Process: 3.2

Minerals Inputs:

- Direct earned money

Outputs:

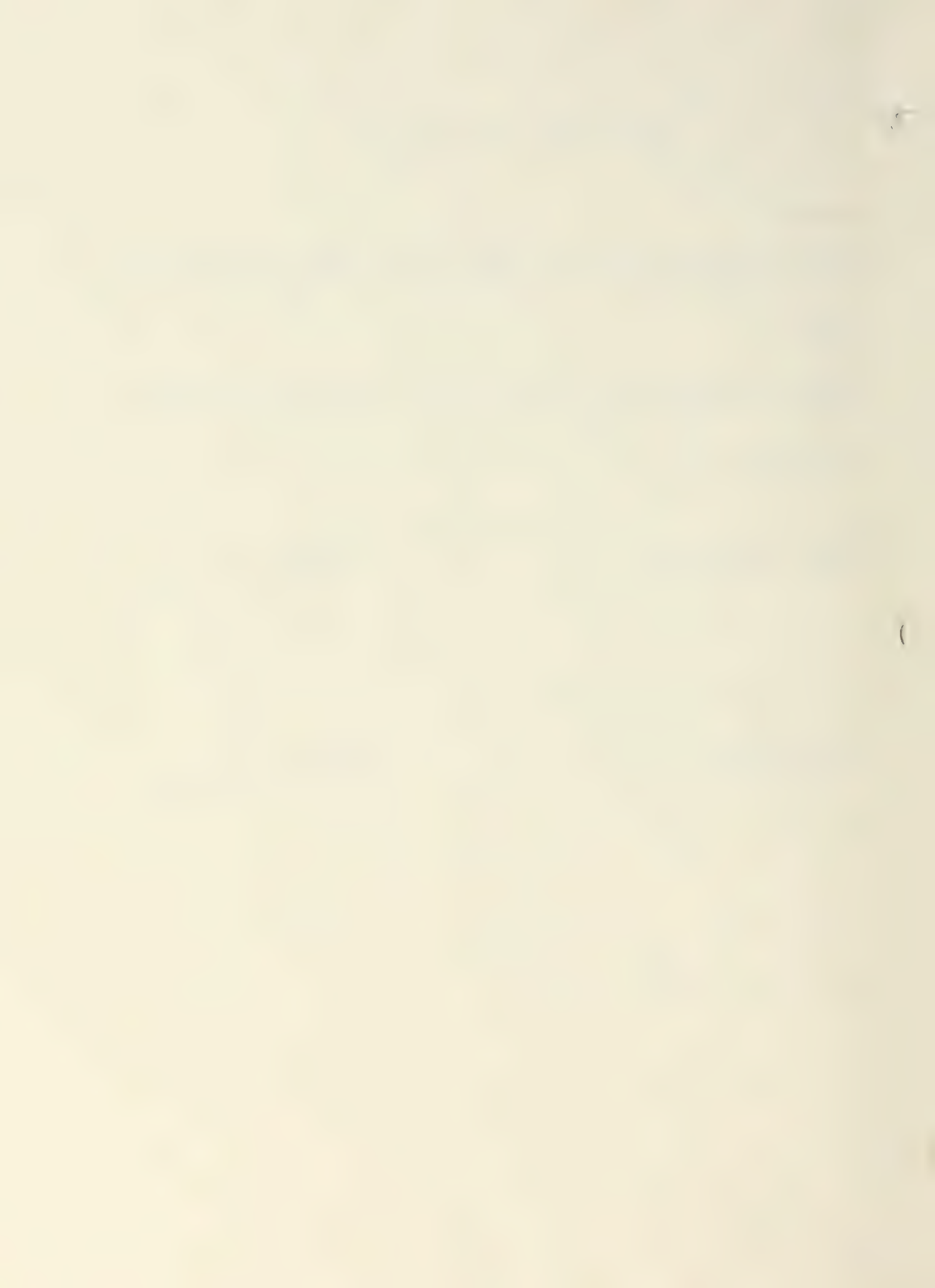
- Direct earned money

Lands Inputs:

- Direct earned money

Outputs:

- Direct earned money



Process No.: 3.2

Process Title: Distribute accounting advices

Process Description:

Lands

Money earned direct will receive a five part accounting advice. One copy is sent to the applicant as a receipt, one copy is sent to the case file, the other copies are sent with money to the accounting section.

Suspense money can be deposited into the direct earned account only after the adjudication section has indicated to the accounting section to do so. At this time another accounting advice is sent to the case file.

Minerals

Money earned direct will receive a five part accounting advice. One copy is sent to the applicant as a receipt, one copy is sent to the case file, the other copies are sent with money to the accounting section.

Suspense money can be deposited into the direct earned account only after the adjudication section has indicated to the accounting section to do so. At this time another accounting advice is sent to the case file.

Next Process: 3.3

Minerals Inputs:

- Money
- Simultaneous voucher from Wyoming is used to prepare individual accounting advices

Outputs:

- Accounting Advice Receipt
- Money

Lands Inputs:

- Money

Outputs:

- Accounting Advice Receipt
- Money

Process No.: 3.3

Process Title: Deposit money

Process Description:

Lands

Accounting section deposits money to Federal Reserve bank.

Minerals

Accounting section deposits money to Federal Reserve bank.

Next Process: End

Minerals Inputs:

- Money

Outputs:

- Money

Lands Inputs:

- Money

Outputs:

- Money

Process No.: 3.4

Process Title: Suspense money account

Process Description:

Lands

Money determined to be suspense is deposited into the suspense account. One copy of the accounting advice is sent to the applicant as a receipt, two copies of the accounting advice is sent to the case file, one of which is to be used at a later time, the remaining two advices to accounting section.

Minerals

Money determined to be suspense is deposited into the suspense account. One copy of the accounting advice is sent to the applicant as a receipt, two copies of the accounting advice is sent to the case file. The remaining two advices to accounting section. When Adjudication completes accounting advice to refund or earn money one accounting advice remains in the case file while the other is returned to accounts to advise them of the action taken.

Next Process: 3.5

Minerals Inputs:

- Suspense money

Outputs:

- Suspense money
- Accounting advices receipt

Lands Inputs:

- Suspense account

Outputs:

- Suspense money
- Accounting advice receipt

Process No.: 3.5

Process Title: Money earned direct or refunded

Process Description:

Lands

Determination of whether to earn or refund is made by Adjudication in processing the case.

Minerals

Determination of whether to earn or refund is made by Adjudication in processing the case.

Next Process: If Direct Earned 3.1, If Refunded 3.6

Minerals Inputs:

- Accounting advice from case file with Adjudicators signature authorizing refund or application

Outputs:

- Direct earned money 3.1,
- Refunded money 3.6

Lands Inputs:

- Accounting advice from case file with Adjudicators signature authorizing

Outputs:

- Direct earned money 3.1
- Refunded money 3.6

Process No.: 3.6

Process Title: Refund money to applicant

Process Description:

Lands

The financial management system is directed to refund money from suspense account to the applicant.

Minerals

The financial management system is directed to refund money from suspense account to the applicant.

Next Process: End

Minerals Inputs:

- Money
- Accounting advice

Outputs:

- Money
- Refund
- Accounting Advice

Lands Inputs:

- Money
- Accounting advice

Outputs:

- Money and statement
- Accounting Advice

Process No.: 4.0

Process Title: Initial adjudication/process review

Process Description:

Lands

Case file material is reviewed to determine if adequate money is received, land is available for the requested action, and filing requirement of regulations have been met.

Minerals

Case file material is reviewed to determine if adequate money is received, land is available for the requested action, and filing requirement of regulations have been met.

Next Process: 4.1

Minerals Inputs:

- Case file with all related documents
- Competitive Sales request
- Explanation Bond
- Nationwide or Statewide Bond
- Exploration Plan

Outputs:

- Case file

Lands Inputs:

- Case file with all related documents

Outputs:

- Case file

Process No.: 4.1

Process Title: Is material pre-authorization related?

Process Description:

Lands

A determination is made as to whether the material is pre or post-authorization related

Minerals

A determination is made as to whether material is pre or post-authorization related

Next Process: If yes, 4.2, if no, 6.0

Minerals Inputs:

- Case file
- Competitive requests
- Requests, responses pre-lease actions etc., as listed
- New filings
- Terminations, expirations
- Readjustments, reinstatements
- modifications
- APD's
- Bonds

Outputs:

- Case file
- competitive parcel list

Lands Inputs:

- Case file
- Sealed bid letters

Outputs:

- Case file

Process No.: 4.2

Process Title: Is case data deficient?

Process Description:

Lands

Review case data and identify any deficiencies

Minerals

Review case data and identify any deficiencies

Next Process: If yes, 4.3, if no, 4.6

Minerals Inputs:

- Case file

Outputs:

- Case file
- Request to Districts/other Agencies to determine if lease/permit/license allowed and stipulations required
- Notification to Department of Justice, State
- Federal Register publication

Lands Inputs:

- Case file

Outputs:

- Case file

Process No.: 4.3

Process Title: Is it a minor deficiency

Process Description:

Lands

Identify if deficiency is curable

Minerals

Identify if deficiency is curable

Next Process: If yes, 4.4, if no, 4.5

Minerals Inputs:

- Case file

Outputs:

- Case file
- Decision or letter requiring additional information from applicant
- Contact other Agencies

Lands Inputs:

- Case file

Outputs:

- Case file

Process No.: 4.4

Process Title: Request information to cure .

Process Description:

Lands

Letter to applicant or other Agency/District for information to cure deficiency. Case file is returned to dockets with future action suspense card.

Minerals

Letter to applicant or other Agency/District for information to cure deficiency. Adjudicator has prepared suspense card.

Next Process: Start and 2.1

Minerals Inputs:

- Case file

Outputs:

- Case file
- Decision or letter requiring or requesting additional information

Lands Inputs:

- Case file

Outputs:

- Decision or letter requesting additional information
- Case file

Process No.: 4.5

Process Title: Issue Decision

Process Description:

Lands

Issue decision rejecting for fatal or non-curable defects. Case file and copy of decision is sent to notation through dockets with future action suspense card. Requires noting Serial Page.

Minerals

Issue decision rejecting for fatal or non-curable defects. Case file and copy of decision is sent to notation through dockets with future action suspense card. Case file will remain in dockets until requested by adjudication when decision is final.

Next Process: 5.0

Minerals Inputs:

- Case File

Minerals Outputs:

- Decision
- Case File
- Suspense Card
- Serial Register Page Notation
- Termination Notice
- Cancellation Decision

Lands Inputs:

- Case File

Lands Outputs:

- Decision
- Case File
- Future Action Suspense Card
- Serial Page Notation
- Termination notice
- Cancellation Decision

Note: Notations are made to the automated case recordation system with proper action code.

Process No.: 4.6

Process Title: Is this a mineral patent application, competitive coal or oil and gas sale?

Process Description:

Lands

Decision is made as to what type of application has been submitted. All land cases applications will precede to 4.11

Minerals

Decision is made as to what type of mineral patent, competitive coal or oil and gas sale.

Next Process: If yes, 4.7; if no, 4.11.

Minerals Inputs:
- Case file

Minerals Outputs:
- Case file

Lands Inputs:
- Case file

Lands Outputs:
- Case file

Process No.: 4.7

Process Title: Minerals report

Process Description:

Lands

Minerals

Resource evaluation is performed to determine if minerals exist in quantities required by law.

Next process : 4.8

Minerals Inputs:

- Case file

Minerals Outputs:

- Case file

- Minerals report

Lands Inputs:

- N/A

Lands Outputs:

- N/A

Process No.: 4.8

Process Title: Is report favorable?

Process Description:

Lands

Minerals

Does mineral report indicate sufficient quantities of minerals required by law?

Next Process: If yes, 4.31; if no, 4.9

Minerals Inputs:

- Case file

Minerals Outputs:

- Case file
- Mineral Survey Plat
- Notice of Survey

Lands Inputs:

- N/A

Lands Outputs:

- N/A

Process No.: Process 4.9

Process Title: Issue decision

Process Description:

Lands

Minerals

Issue and send unfavorable minerals decision document to applicant. Case file is sent to notations through dockets with future action suspense card. Requires notation of Serial Page.

Next Process: 4.10, and 2.1

Minerals Inputs:

- Case file

Minerals Outputs:

- Case file

- Unfavorable decision document

Lands Inputs:

- N/A

Lands Outputs:

- N/A

Process No.: 4.10

Process Title: Does applicant respond?

Process Description:

Lands

Determine if applicant has responded to unfavorable decision document.

Minerals

Next process : If no, 5.1; if yes, 5.11

Minerals Inputs:
- Response letter

Minerals Outputs:
- Case file
- Response letter

Lands Inputs:
- N/A

Lands Outputs:
- N/A

Process No.: 4.11

Process Title: Request resource evaluation

Process Description:

Lands

Request resource evaluation be completed by BLM or other land management agency.

Minerals

Request resource evaluation be completed by BLM or other land management agency.

Next Process: 4.12

Minerals Inputs:

- Case file
- List of parcels for a competitive oil sale
- Coal modification request for royalty reduction

Minerals Outputs:

- Case file
- Letter requesting resource evaluation

Lands Inputs:

- Case file

Lands Outputs:

- Case file
- Letter requesting resource evaluation

Process No.: 4.12

Process Title: Perform resource evaluation

Process Description:

Lands

Perform field examination to gather required data to complete the resource evaluation, environmental assessment or categorical exclusion

Minerals

Most land related cases require an evaluation of mineral potentials. Perform review and/or examination to gather required data to complete the resource evaluation, environmental assessment or categorical exclusion

Next Process: 4.13

Minerals Inputs:

- Case file
- Request from adjudicator re:
 1. Competitive O & G, coal, or geothermal tract
 2. Coal modification appln
 3. Royalty reduction request

Minerals Outputs:

- Resource evaluation report
- Mineral report (KGS, etc.)
- Environmental assessment
- Categorical exclusion
- NEPA Decision

Lands Inputs:

- Case file

Lands Outputs:

- Resource evaluation report
- Lands report
- Lands or minerals report
- Environmental assessment
- Categorical exclusion
- NEPA Decision

Process No.: 4.13

Process Title: Finding of no significant impact (FONSI)

Process Description:

Lands

Analyze the Resource evaluation and Environmental Assessment or Categorical exclusion to determine favorable or non-favorable impact of action, which will determine if an environmental impact statement is required.

Minerals

Analyze the Resource evaluation and Environmental Assessment or Categorical exclusion to determine favorable or non-favorable impact of action, which will determine if an environmental impact statement is required.

Next Process: Favorable, 4.15; non-favorable, 4.14

Minerals Inputs:

- Resource evaluation report
- Case file
- Minerals report
- Environmental assessment
- Categorical exclusion

Minerals Outputs:

- Case file
- FONSI or determination that EIS is required

Lands Inputs:

- Resource evaluation report
- Case file
- Minerals report
- Environmental assessment
- Categorical exclusion

Lands Outputs:

- Case file
- FONSI or determination that EIS is required

Process No.: 4.14

Process Title: Is Notice of Realty action required?

Process Description:

Lands

It is determined whether or not a Notice of Realty Action (NORA) is required.

Minerals

Next Process: If yes, 4.19; if no, 4.27

Minerals Inputs:

- N/A

Minerals Outputs:

- N/A

Lands Inputs:

- Case file

Lands Outputs:

- Case file
- Notice of Realty Action
(NORA)
- News Release/Publication

Process No.: 4.15

Process Title: Inform applicant of findings

Process Description:

Lands

Send to applicant non-favorable decision identifying the need to perform environmental impact statement. Case file is sent to dockets with future action suspense card.

Minerals

Send to applicant non-favorable decision identifying the need to perform environmental impact statement. Case file is sent to dockets with future action suspense card.

Next Process: 4.16, and 2.1

Minerals Inputs:

- Case file
- Coal
- Oil Shale

Mineral Outputs:

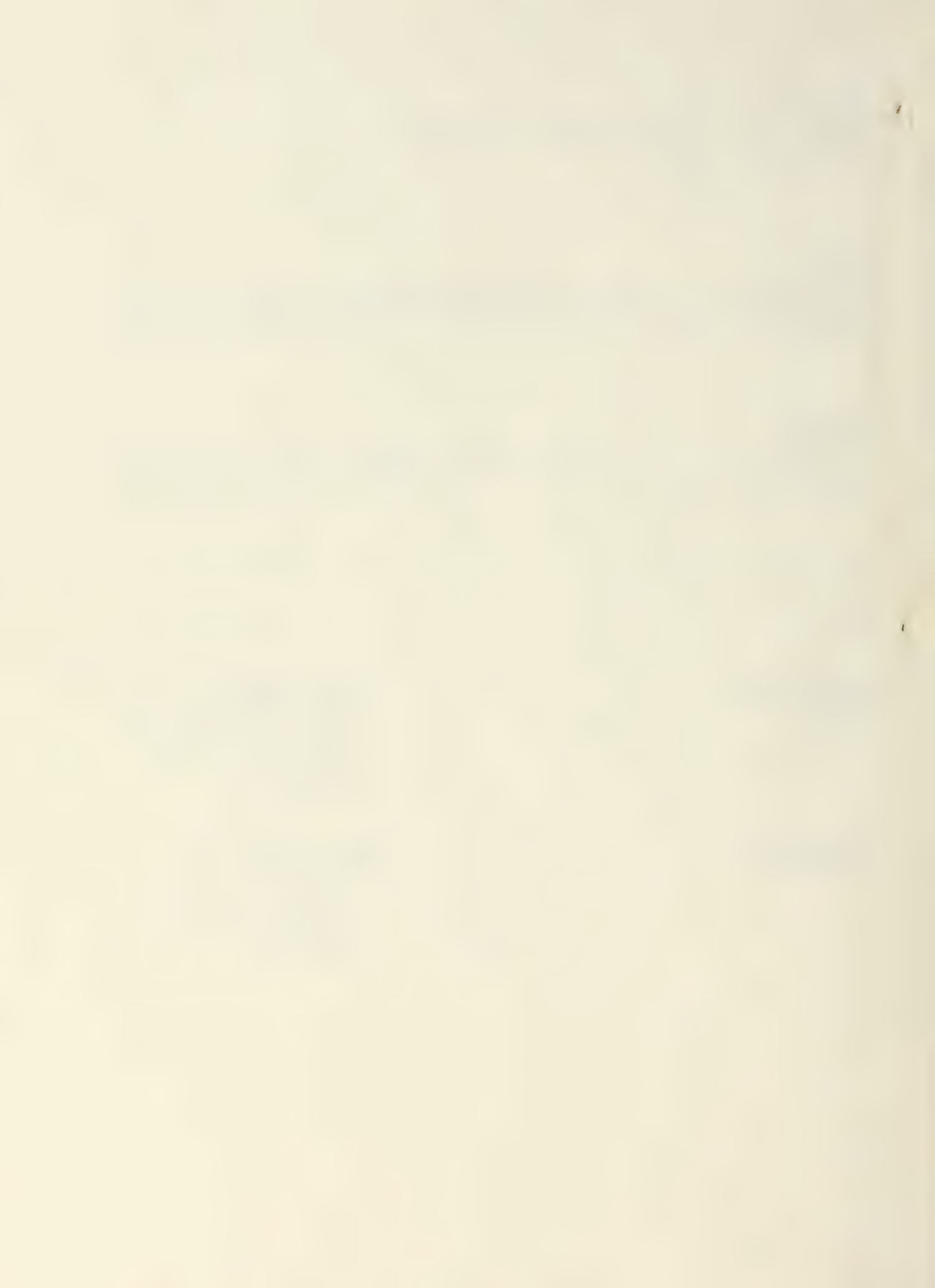
- Letter of request for environmental impact statement (Coal & Oil Shale only)
- Case file

Lands Inputs:

- Case file

Lands Outputs:

- Letter of request for preparation of environmental impact statement
- Case file



Process No.: 4.16

Process Title: Does applicant accept?

Process Description:

Lands

Applicant decides to accept the requirements to perform an environmental impact statement.

Minerals

Applicant decides to accept the requirements to perform an environmental impact statement.

Next Process: If yes, 4.17; if no, 4.5

Lands Inputs:

- Request letter

Lands Outputs:

- Letter requesting EIS

Minerals Inputs:

- Request letter re:

1. Coal
2. Oil Shale

Minerals Outputs:

- Letter requesting EIS

1. Coal
2. Oil Shale

Process No.: 4.17

Process Title: Applicant agrees to environmental impact statement

Process Description:

Lands

Applicant pays BLM or private contractor to perform the environmental impact statement.

Minerals

Applicant pays BLM or private contractor to perform the environmental impact statement.

Next Process: 4.18

Minerals Inputs:

- Letter of agreement coal, oil shale
- Case file
- Response letter

Outputs:

- Environmental impact statement report
- Case file
- News release/publication

Lands Inputs:

- Letter of agreement
- Case file
- Response letter

Lands Outputs:

- Environmental impact statement report
- Case file
- News release/publication

Process No.: 4.18

Process Title: Favorable finding in the environmental impact statement

Process Description:

Lands

After analysis of the environmental impact statement, a decision is made to continue or terminate the application.

Minerals

After analysis of the environmental impact statement, a decision is made to continue or terminate the application.

Next Process: If yes, 4.14; if no, 4.5

Minerals Inputs:

- Environment Impact Statement

Minerals Outputs:

- Case file
- Publication of Sales Notice

Lands Inputs:

- Environment Impact Statement

Lands Outputs:

- Case file

Process No.: 4.19

Process Title: Issue Notice of Realty Action

Process Description:

Lands

BLM analyzes all material to determine if land is suitable or not suitable for entry, and will publish Notice of Realty Action in the local newspaper and, if required, in the Federal Register.

Minerals

Next Process: 4.20

Minerals Inputs:

- N/A

Minerals Outputs:

- N/A

Lands Inputs:

- Case file
- Reports from other agencies

Lands Outputs:

- News release
- Notice of Realty Action document
- Non-BLM Reports/NORA

Process No.: 4.20

Process Title: Is protest filed?

Process Description:

Lands

Applicant, or any interested party, has a right to protest the Notice of Realty Action..

Minerals

When the protest to the NORA relates to mineral potential of the land involved, a minerals evaluation and report is required.

Next Process: If yes, 4.21; if no, 4.24

Minerals Inputs:

- Case file
- Environmental documentation
- Protest

Minerals Outputs:

- Protest letter, if yes
- case file

Lands Inputs:

- Notice of Realty Action document
- Case file
- Protest/ letter NORA

Lands Outputs:

- Protest letter, if yes
- Case file

Process No.: 4.21

Process Title: Is protest valid?

Process Description:

Lands

BLM decides if protest will be considered.

Minerals

Next Process: If yes, 4.22; if no, 4.23

Minerals Inputs:

- Protest
- Case file

Minerals Outputs:

- Case file

Lands Inputs:

- Protest letter
- Case file

Lands Outputs:

- Case file
- Protest decision letter

Process No.: 4.22

Process Title: Modified decision

Process Description:

Lands

Decision may be modified to take into account the lands related issues raised by the protest. Send back to resource evaluation process and begin process again.

Minerals

Decision may be modified to take into account any mineral related issues raised by the protest. Send back to resource evaluation process and begin process again.

Next Process: 4.11

Minerals Inputs:

- Case file

Minerals Outputs:

- Modified decision

- Case file

Lands Inputs:

- Case file

Lands Outputs:

- Modified decision

- Case file

Process No.: 4.23

Process Title: Protest dismissed

Process Description:

Lands

BLM dismisses protest as not being valid. Case file is sent to docket with future action suspense card until administrative recourse is exhausted.

Minerals

Next Process: 5.0 and 2.1

Minerals Inputs:

Mineral Outputs:

Lands Inputs:

- Case file

Lands Outputs:

- Decision dismissing protest
- Case file
- Future Actions Suspense Card

Note: Notations are made to the automated case recordation system with proper action code

Process No.: 4.24

Process Title: Is sale required?

Process Description:

Lands

Determine if case type falls within the competitive sales process.

Minerals

Determine if case type falls within the competitive sales process.

Next Process: If yes, 4.25; if no, 4.27

Minerals Inputs:

- Field file

Lands Inputs:

- Case file
- Request Prelim. title report

Minerals Outputs:

- Sale Publication
- Case file
- List of unsold parcels
- Notice of Survey
- Cadastral Survey Plat

Lands Outputs:

- Case file
- Prelim. title report
- Appraisal
- Solicitors Opinion
- List of unsold parcels
- Notice of Survey
- Cadastral Survey Plat

Process No.: 4.25

Process Title: Hold sale

Process Description:

Lands

Open and review sealed bids to determine high bid. High bids become part of each case file.

Minerals

Open and review sealed bids to determine high bid. High bids become part of each case file.

Next Process: 4.26

Minerals Inputs:

- Sealed bid forms
- Serialized case number for each parcel offered

Lands Inputs:

- Seal bids
- Serialized case number for each parcel offered

Minerals Outputs:

- Log of attendees and Bid offers
- Sale Publication
- Case file

Lands Outputs:

- Case file
- Open bids
- Sale Publication
- Log of attendee/and Bid Offers

Process No.: 4.26

Process Title: Parcels sold

Process Description:

Lands

Did BLM receive bids on all parcels listed?

Minerals

Did BLM receive bids on all parcels listed?

Next Process: If yes, 4.27; if no, 4.28

Minerals Inputs:

- Case file
- Open Bids

Lands Inputs:

- Case files
- Open bids

Minerals Outputs:

- Case file
- Additional requirements
Decision
- List of sold/unsold properties

Lands Outputs:

- Case file
- List of sold/unsold properties

Process No.: 4.28

Process Title: Re-offer for sale

Process Description:

Lands

BLM will review the list of unsold properties and make a decision to re-offer for sale.

Minerals

BLM will review the list of unsold minerals and make a decision to re-offer for sale.

Next Process: If yes, 4.25; if no, End

Minerals Inputs:

- Unsold parcel list
- Additional requests

Lands Inputs:

- Unsold parcel list

Minerals Outputs:

- New list for publication
- Case numbers
- Memos to District/other agencies
- Request for resource evaluation (new)
- Request for parcelling (new)

Lands Outputs:

- New parcel list, if yes
- Case file

Process No.: 4.27

Process Title: Adjudication Section

Process Description:

Lands

Review all bids and/or previous reports and documents in the case file to ensure that materials are in proper order before offering to high bidder.

Minerals

Review all bids and/or previous reports and documents in the case file to ensure that materials are in proper order before offering to high bidder.

Next Process: 4.29

Minerals Inputs:

- Case file
- Request for offering a tract/
parcel for sale from public or one
which is Bureau initiated

Outputs:

- Case file

Lands Inputs:

- Case file

Outputs:

- Case file
- Current MTP's
- Reference files (maybe other
related serialized files, as
the parent case)

Process No.: 4.29

Process Title: Is authorization offered

Process Description:

Lands

Certain authorizations are offered and must be accepted by applicant prior to final authorization

Minerals

Certain authorizations are offered and must be accepted by applicant prior to final authorization

Next Process: If yes, 4.30, if no, 4.32

Minerals Inputs:

- Case file
- Adequacy of bid response received?

Outputs:

- Case file
- Offer
- Additional requirements
- Rejection if inadequate bid received
- Decision of Authorization offer

Lands Inputs:

- Case file

Outputs:

- Case file
- Offer to accept if yes
- Decision of Authorization Offer
- Rejection if inadequate bid received.
- Additional requirements

Process No.: 4.30

Process Title: Applicant accepts decision

Process Description:

Lands

Applicant has opportunity to accept the terms and conditions of the authorization.

Minerals

Applicant has opportunity to accept the terms and conditions of the authorization.

Next Process: If yes, 4.31, if no, 5.0

Minerals Inputs:

- Applicant letter of Acceptance

Outputs:

- Case file
- Sign legal documents

Lands Inputs:

- Applicant letters of acceptance

Outputs:

- Sign legal documents
- Case file

Process No.: 4.31

Process Title: Final review/approval

Process Description:

Lands

Final review is made of the legal land description, acreages, land status and money. The application is processed under the proper laws and regulations.

Minerals

Final review is made of the legal land description, acreages, land status and money. The application is processed under the proper law and regulations

Next Process: 4.32

Minerals Inputs:

- Case file
- Signed offer
- Balance of money

Outputs:

- Case file

Lands Inputs:

- Case file
- Signed offer
- Balance of money

Outputs:

- Case file

Process No.: 4.32

Process Title: Authorization issued

Process Description:

Lands

When all documents are found to be in order and all regulations involved have been complied with, an authorization is issued. At this point, any remittance in the suspense account are earned and deposited. Refund any over payment.

Minerals

When all documents are found to be in order and all regulations involved have been complied with, an authorization is issued. At this point, any remittance in the suspense account is earned and deposited. Refund any over payment.

Next Process: 4.33

Minerals Inputs:

- Case file

Outputs:

- Accounting advice completed to apply/refund monies
- Case file
- Authorization Issued

Lands Inputs:

- Request final title report

Outputs:

- Patent issued
- Lease Issued
- R/W approved
- Authorization issued

Letters:

- Governor advised as appropriate
- County Assessor advised
- Other state offices
- Easement Maps
- Final title report

Process No.: 4.33

Process Title: Records/monitoring splitter

Process Description:

Lands

After authorization, case is sent to records notation via dockets; post authorization action begins if required. Post authorization is determined by case type.

Minerals

After authorization, case is sent to records notation via dockets; post authorization action begins if required. Post authorization is determined by case type.

Next Process: Records notation 2.4; monitoring 6.0

Minerals Inputs:

- Case file

Outputs:

- Case file

Lands Inputs:

- Case file

Outputs:

- Case file

- Future action suspense
card.

Note: In the case of R/W lease for which authority has been delegated to Districts, decision rather than entire file would come to State Office.

Process No.: 5.0

Process Title: Is appeal or comment or protest filed?

Process Description:

Lands

Applicant has the opportunity to appeal any unfavorable BLM decision, except NORA, which is addressed through comment or protest.

Minerals

Applicant has the opportunity to appeal any unfavorable BLM decision.

Next Process: If yes, 5.2, if no, 5.1

Minerals Inputs:

- Case file
- Adverse decision
- Protest letter
- Appeal letter

Outputs:

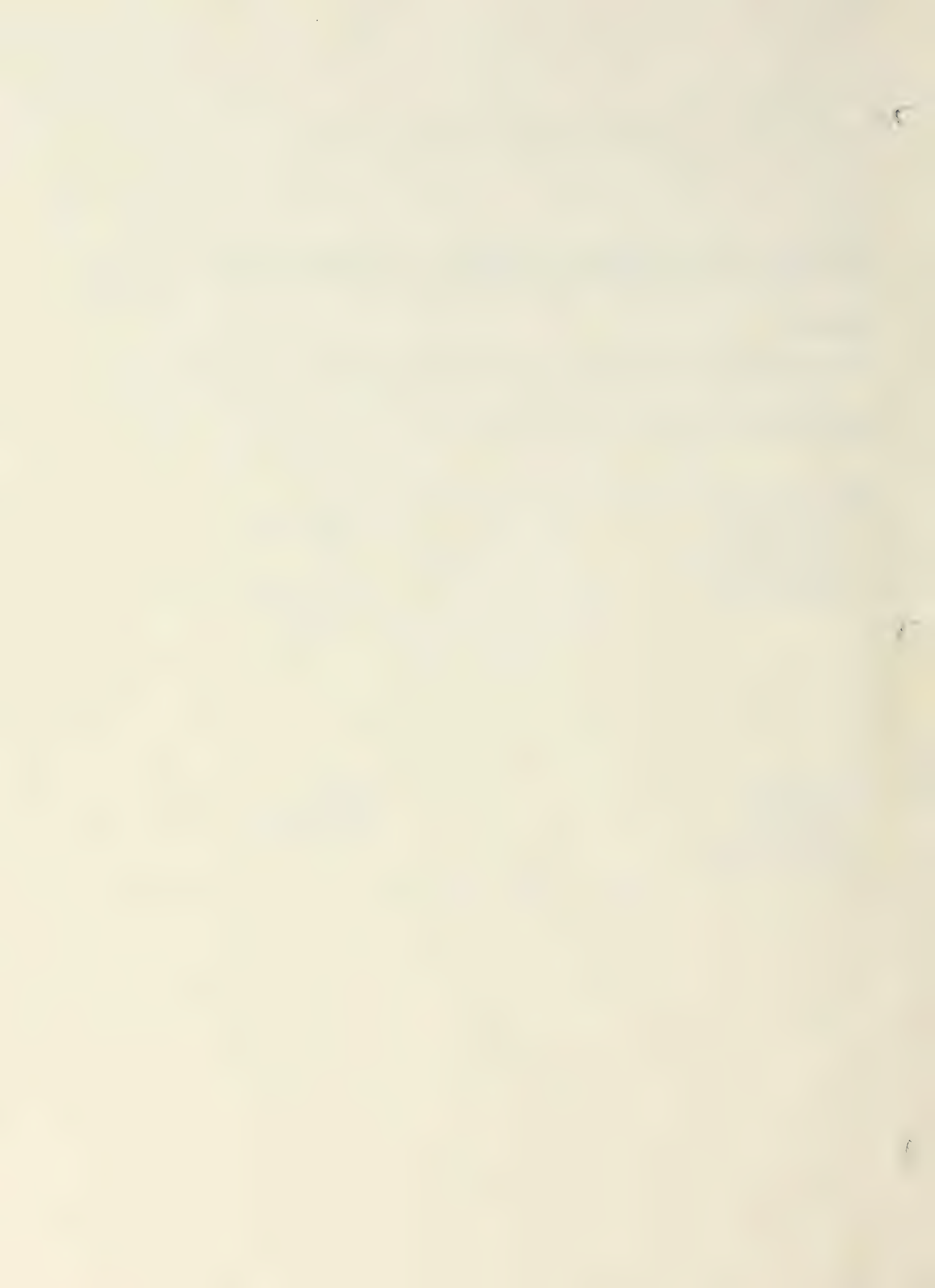
- Case file

Lands Inputs:

- Case file
- Adverse decision
- Protest letter
- Appeal letter

Outputs:

- Case file



Process No.: 5.1

Process Title: Close case

Process Description:

Lands

Case action is administratively closed upon applicants accepting BLM's decision by signing request documents, etc, payment of money, or failing to timely respond to an action decision within a certain time. Case file can be closed upon relinquishment of rights by the applicant; or case action can be closed after all appeal rights are exhausted.

Minerals

Case action is administratively closed upon applicants accepting BLM's decision. Case file can be closed upon relinquishment of rights by the applicant and case action can be closed after all appeal rights are exhausted.

Next Process: 2.4

Minerals Inputs:

- Case file

Outputs:

- Case file
- Memo to notations/records to close case

Lands Inputs:

- Case file

Outputs:

- Case file
- Memo to notations/records to close case

Process No.: 5.2

Process Title: Is appeal to the Interior Board of Lands Appeal?

Process Description:

Lands

All land appeals go to the Interior Board of Lands Appeal except those dealing with Notice of Realty Actions.

Minerals

All mineral appeals go to the Interior Board of Lands Appeal.

Next Process: If yes, 5.3, if no, 5.4

Minerals Inputs:

- Case file
- Appeal, or Notice of Appeal
- Comment or protest

Outputs:

- Case file to IBLA if yes
- Copy
- Probably would be a verbal determination as to whether action would be processed as an appeal or as a comment or protest

Lands Inputs:

- Case file
- Appeal, or Notice of Appeal
- Comment or protest

Outputs:

- Case file to IBLA if yes
- Probably would be a verbal determination as to whether action would be processed as an appeal or as a comment or protest

Process No.: 5.3

Process Title: Send case to the Interior Board of Lands Appeal

Process Description:

Lands

IBLA reviews and decides on BLM's action

Minerals

IBLA reviews and decides on BLM's action

Next Process: 5.5

Minerals Inputs:

- Case file

Outputs:

- Case file
- Letter acknowledgment of receipt of Notice of Appeal, or Appeal Form Memo of transmittal to IBLA
- Suspension of related cases that cannot be processed while appeal is pending

Lands Inputs:

- Case file

Outputs:

- Case file
- Letter acknowledgment of receipt of Notice of Appeal, or Appeal Form Memo of transmittal to IBLA
- Suspension of related cases that cannot be processed while appeal is pending

Process No.: 5.4

Process Title: Administrative review/decision

Process Description:

Lands

Provides for a higher level of administrative review, e.g., related to a NORA, an appraisal or a withdrawal action

Minerals

Next Process: 5.5

Minerals Inputs:

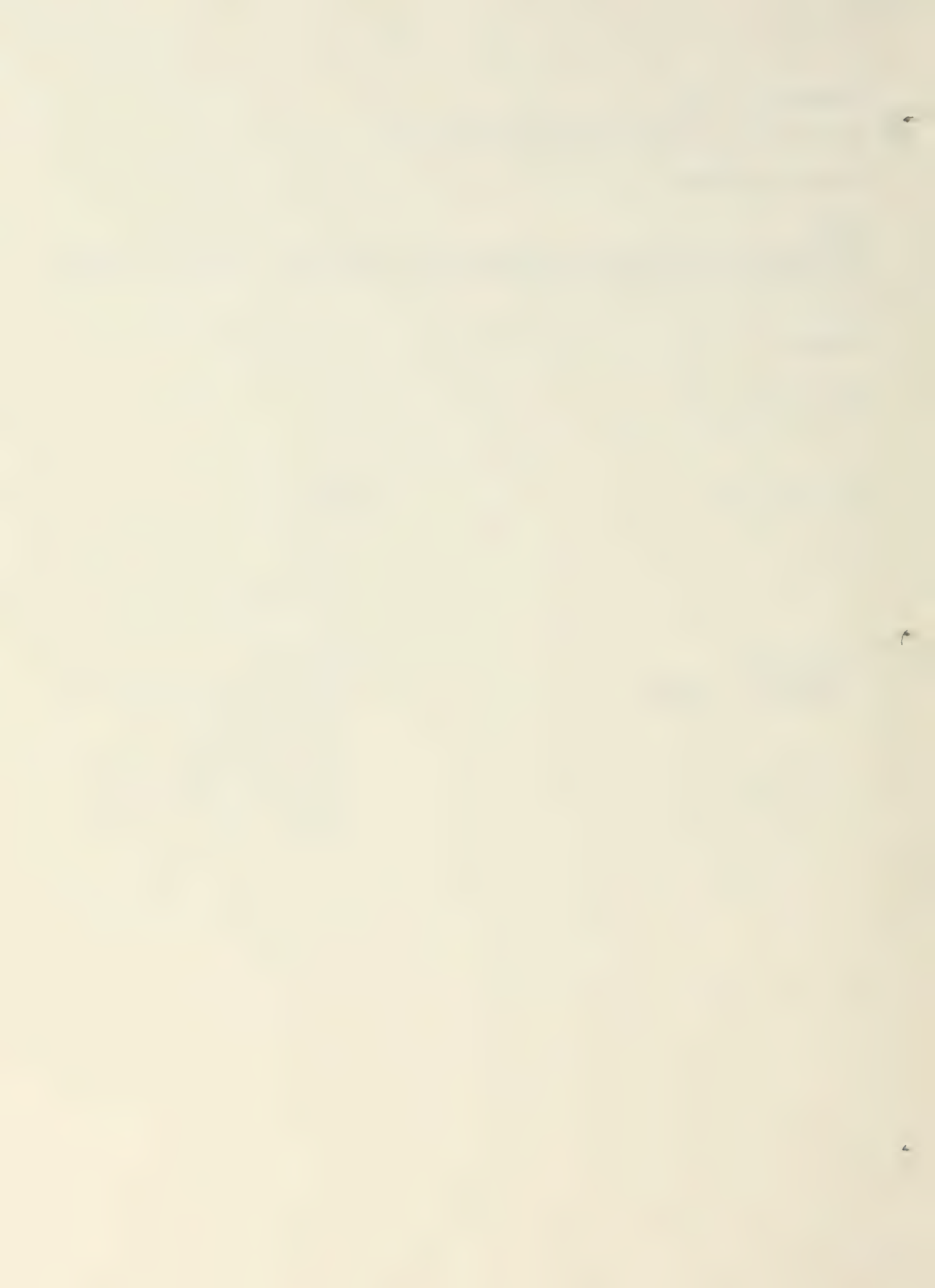
Outputs:

Lands Inputs:

- Case file
- Comments or protests

Outputs:

- Case file
- Letter/decision holding to, modifying or canceling original Notice
(This often would involve review, additional field examination, reporting by Resource Area or District Office)



Process No.: 5.5

Process Title: Is decision affirmed

Process Description:

Lands

A ruling is made by the Interior Board of Lands Appeal or BLM management on actions taken by BLM on a case

Minerals

A ruling is made by the Interior Board of Lands Appeal or BLM management on actions taken by BLM on a case

Next Process: If yes, 5.6, if no, 5.9

Minerals Inputs:

- Case file

Outputs:

- Case file
- Interior Board of Lands appeal decision document
- BLM management decision document

Lands Inputs:

- Case file

Outputs:

- Case file
- Interior Board of Lands appeal decision document
- BLM management decision document

Process No.: 5.6

Process Title: Does applicant appeal to higher court?

Process Description:

Lands

Applicant has a right to seek review in a Federal court if the Interior Board of Lands Appeal affirms BLM's decision. The appeal process starts with a Federal District court, and then Federal Circuit Court of Appeals and ultimately the United States Supreme Court.

Minerals

Applicant has a right to seek review in a Federal court if the Interior Board of Lands Appeal affirms BLM's decision. The appeal process starts with a Federal District court, and then Federal Circuit Court of Appeals and ultimately the United States Supreme Court.

Next Process: If yes, 5.7, if no, 5.1

Minerals Inputs:

- Affirmed decision

Outputs:

- Appeal
- Case file
- Notice of court action

Lands Inputs:

- Affirmed decision

Outputs:

- Notice of Court Action
- Case file
- Appeal

Process No.: 5.7

Process Title: Higher courts

Process Description:

Lands

Copy of case file is sent to higher court for review and decision.

Minerals

Copy of case file is sent to higher court for review and decision.

Next Process: 5.8

Minerals Inputs:

- Case file

Outputs:

- Case file

Lands Inputs:

- Case file

Outputs:

- Case file

Process No.: 5.8

Process Title: Is decision affirmed by a higher court?

Process Description:

Lands

Any one of the Federal courts can affirm BLM's decision. Applicant can appeal the Federal District Court and Federal Circuit Court of Appeals decision, but not the Supreme Court decision.

Minerals

Any one of the Federal courts can affirm BLM's decision. Applicant can appeal the Federal District Court and Federal Circuit Court of Appeals decision, but not the Supreme Court decision.

Next Process: If yes, 5.1, if no, 5.9

Minerals Inputs:

- Case file

Outputs:

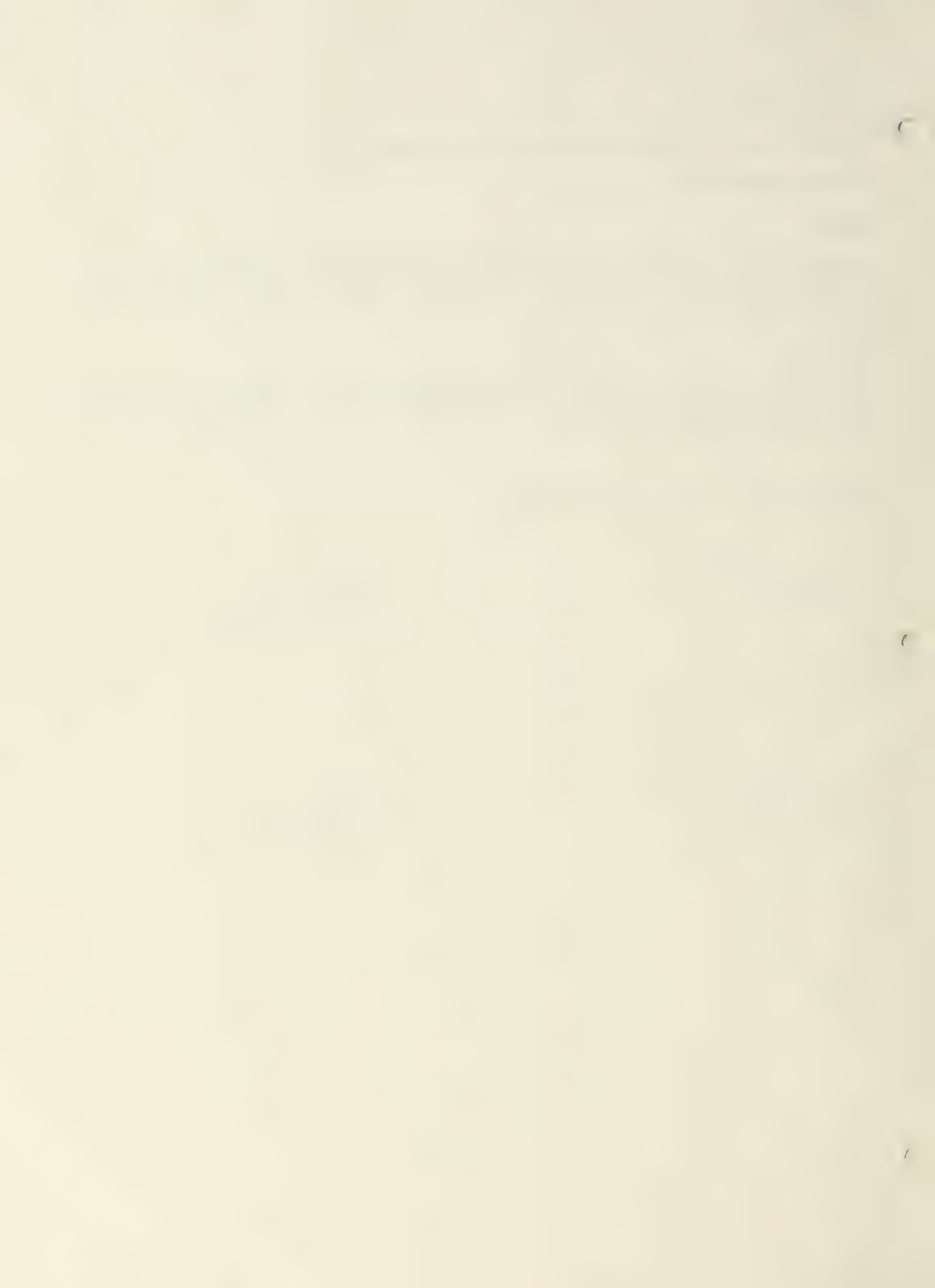
- Case file
- Court decisions

Lands Inputs:

- Case file

Outputs:

- Case file
- Court decisions



Process No.: 5.9

Process Title: Remanded to BLM for further action consistent with courts ruling

Process Description:

Lands

The Interior Board of Lands appeal, or any one of the Federal Courts can remand the decision to BLM to process as directed.

Minerals

The Interior Board of Lands appeal, or any one of the Federal Courts can remand the decision to BLM to process as directed.

Next Process: 5.10

Minerals Inputs:

- Case file
- Decision

Outputs:

- Case file
- Remand with direction/decision

Lands Inputs:

- Case file
- Decision

Outputs:

- Case file
- Remand with direction/decision

Process No.: 5.10

Process Title: Remand related to pre-authorization

Process Description:

Lands

BLM decides if remand is related to pre or post-authorization

Minerals

BLM decides if remand is related to pre or post-authorization

Next Process: If Pre-Authorization 4.27, if Post-Authorization 6.0

Minerals Inputs:

- Case file

Outputs:

- Case file with direction/
decisions

Lands Inputs:

- Case file

Outputs:

- Case file with direction/
decisions

Process No.: 5.11

Process Title: Administrative Law Judge hearing

Process Description:

Lands

Minerals

A complaint challenging discovery, etc., in a minerals patent application case is sent to administrative Law Judge requesting a hearing

Next Process: 5.12

Minerals Inputs:

- Case file

Outputs:

- Case file

- Testimony

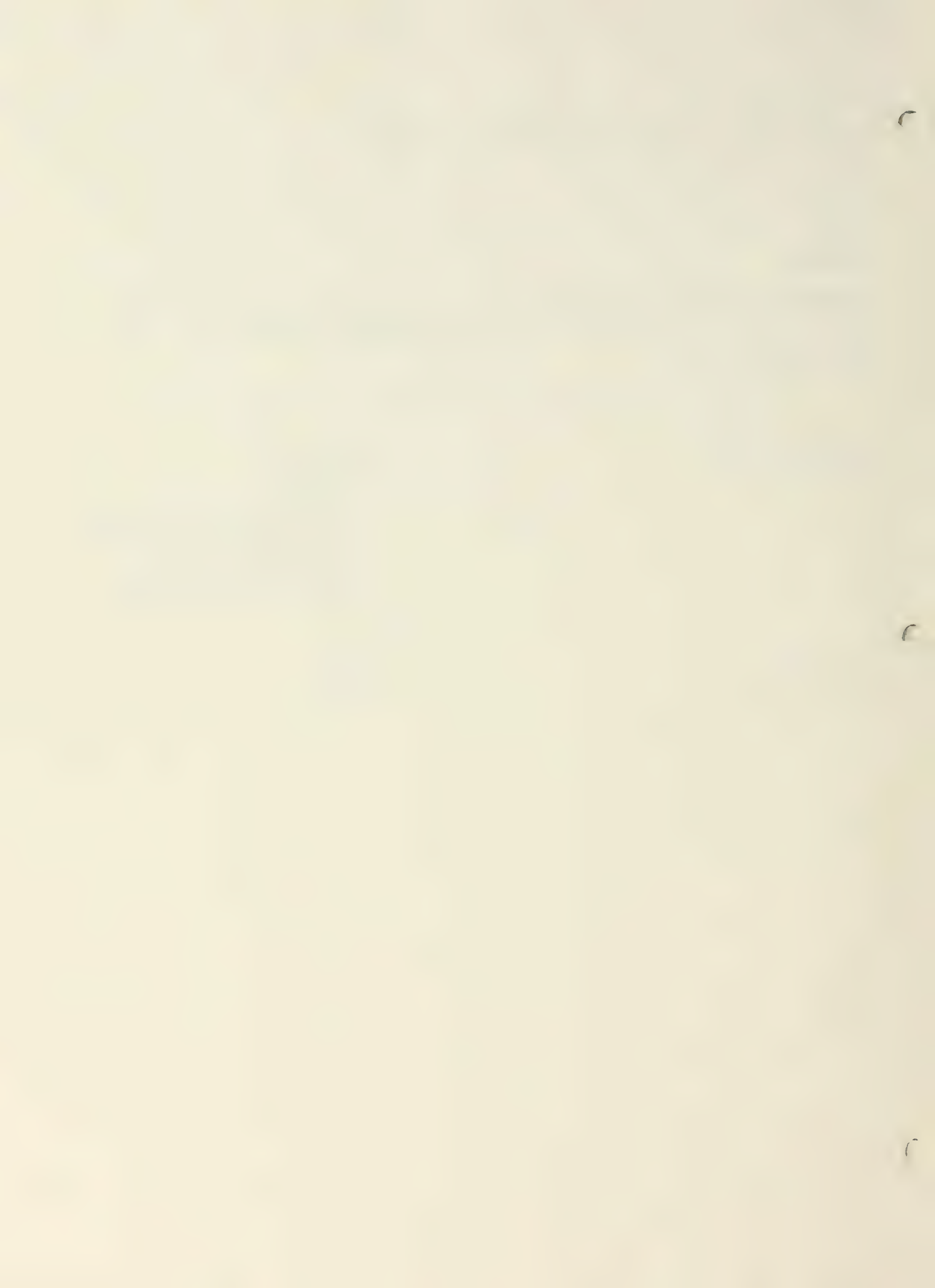
(this is a fairly involved action following the guide of the Administrative Procedures Act, and occurs over an extend period)

Lands Inputs:

- N/A

Outputs:

- N/A



Process No.: 5.12

Process Title: Is decision affirmed

Process Description:

Lands

Minerals

Administrative Law Judge rules on BLM's complaint or decision after hearing is completed.

Next Process: If yes, 5.1, if no, 5.13

Minerals Inputs:

- Case file

Outputs:

- Case file

- ALJ decision

Lands Inputs:

Outputs:

Note: This ALJ decision is appealable to IBLA, and if its decision does not satisfy the agreed party, he has recourse to the Federal Court system. The action is out of the jurisdiction of BLM while the ALJ process is on-going.)

For case file tracking purposes, it is likely with a Regional or Field Solicitor, as they are BLM's legal representative before the ALJ.

Process No.: 5.13

Process Title: Does BLM appeal administrative law judge decision?

Process Description:

Lands

Minerals

If administrative law judge decision is unfavorable to BLM, BLM has right to appeal to Interior Boards Lands Appeal (IBLA).

Next Process: If no, 4.31, if yes, 5.0

Minerals Inputs:

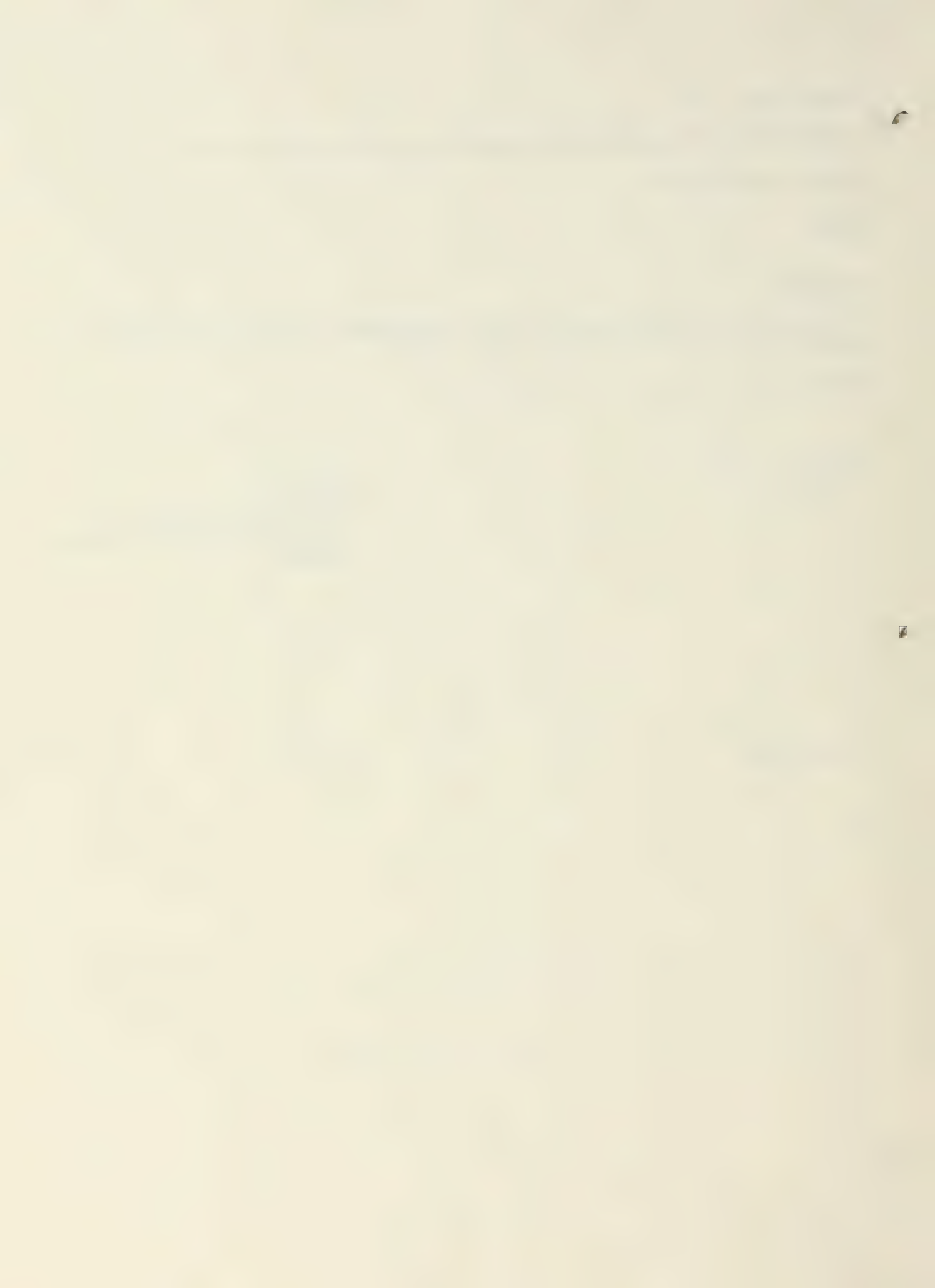
- Case file

Outputs:

- Case file
- Memo requesting Field or Regional Solicitor to pursue appeal.

Lands Inputs:

Outputs:



Process No.: 6.0

Process Title: Is monitoring required?

Process Description:

Lands

Determine if post-authorization monitoring is required. Monitoring is determined by case type, mitigation requirements of NEPA action, etc.

Minerals

Determine if post-authorization monitoring is required. Monitoring is determined by case type, mitigation requirements of NEPA action, etc.

Next Process: 6.1

Lands Inputs:

- Case file

Lands Outputs:

- Case file

Minerals Inputs:

- Case file

Minerals Outputs:

- Case file

Process No.: 6.1

Process Title: Is rental required?

Process Description:

Lands

Some case types require rental to be paid yearly or other specified periods to keep authorization in force.

Minerals

Some case types require rental to be paid yearly or other specified periods to keep authorization in force.

Next Process: If yes, 6.2, if no, 6.3

Lands Inputs:

- Case file
- Future Action Suspense Card
- ADP billing printout

Lands Outputs:

- Case file
- Rental required decision
- Rental receipts

Minerals Inputs:

- Case file

Minerals Outputs:

- Case file
- Rental receipts

Process No.: 6.2

Process Title: Is rental paid?

Process Description:

Lands

Review accounting advice receipt to determine if rental has been paid and the amount of payment.

Minerals

Review accounting advice receipt to determine if rental has been paid and the amount of payment.

Next Process: If yes, 6.3, if no, 6.4

Lands Inputs:

- Case file
- Rental receipt

Lands Outputs:

- Case file
- Rental rejection decision

Minerals Inputs:

- Case file and rental receipt
- Rental receipt
- Termination list

Minerals Outputs:

- Case file
- Termination notice
- Rental rejection decision

Process No.: 6.3

Process Title: Are Post-Authorization materials received

Process Description:

Lands

Were case related materials other than rental received?

Minerals

Were case related materials other than rental received?

Next Process: If no, 2.0, if yes, 6.6

Minerals Inputs:

- Case file
- Development plan
- Assignment request
- Modifications
- Readjustments
- Royalty reduction request
- Bonds
- APD's
- Notice of First Production
- Notice of Last Production
- Request for title transfer
- Memo of Unit Approval
- Memo of Unit Contraction
- Coal modification adjustment
- Memo of Unit Termination
- CA's
- LMU
- Amended lease application
- Description of proposal
- Response letters

Outputs:

- Case file
- Notice of Lease Extension

Lands Inputs:

- Proof of construction
- Notices
- Development plan
- Case file
- Amended lease application
- Description of proposal
- Maps
- Response letters
- Assignment request
- As built construction plans
- Request for Authorization
- Request for title transfer

Outputs:

- Case file
- Notice of Lease extension

Process No.: 6.4

Process Title: Has reinstatement been filed?

Process Description:

Lands

Lessee did not pay yearly rental. He has the opportunity to reinstate the lease if he applies for a reinstatement.

Minerals

Lessee did not pay yearly rental. He has the opportunity to reinstate the lease if he applies for a reinstatement.

Next Process: If yes, 6.5, if no, 4.5

Lands Inputs:

- Case file
- Reinstatement received

Lands Outputs:

- Case file
- Reinstatement document,

Minerals Inputs:

- Case file
- Reinstatement received

Minerals Outputs:

- Case file
- Publication notice
- Reinstatement document

Process No.: 6.5

Process Title: Is re-instatement approved

Process Description:

Lands

BLM approves the reinstatement

Minerals

BLM approves the reinstatement

Next Process: If yes, 2.4, if no, 4.5

Minerals Inputs:

- Case file

Outputs:

- Case file
- Approved rejection
reinstatement
- Accounting advice

Lands Inputs:

- Case file

Outputs:

- Case file
- approved reinstatement
- Accounting advice

Process No.: 6.6

Process Title: Is material land related

Process Description:

Lands

Determine if material received is for a lands case related

Minerals

Determine if material received is for a lands case related

Next Process: If yes, 6.7, if no, 6.8

Minerals Inputs:
- Case file

Outputs:
- Case file

Lands Inputs:
- Case file

Outputs:
- Case file

Process No.: 6.7

Process Title: Does authorization require action?

Process Description:

Lands

Has owner submitted post-authorization action?

Minerals

Next Process: If yes, 6.21, if no, 2.1

Minerals Inputs:

Outputs:

Lands Inputs:

- Case file

Outputs:

- Case file

Process No.: 6.8

Process Title: Is materials a minerals assignment?

Process Description:

Lands

Minerals

Determine if material is assigning interest out of an existing authorization

Next Process: If yes, 6.9, if no, 6.11

Minerals Inputs:

- Case file
- Minerals assignment

Outputs:

- Case file

Lands Inputs:

Outputs:

Process No.: 6.9

Process Title: Assignment is adjudicated

Process Description:

Lands

Minerals

Review and adjudicate assignment request to determine if BLM can authorize a request

Next Process: 6.10

Minerals Inputs:

- Case file

Outputs:

- Case file

- Additional Requirements

- Request to District if needed

- DOJ clearance

Lands Inputs:

Outputs:

Process No.: 6.10

Process Title: Is assignment approved?

Process Description:

Lands

Minerals

BLM will either approve or deny request

Next Process: If yes, 2.4, if no, 4.5

Minerals Inputs:

- Case file
- Additional Requirements received
- Bond

Outputs:

- Case file
- Decision document
- Authorization
- New case file if partial assignment
- Accounting advice
- Bond acceptance if it was required.

Lands Inputs:

Outputs:

Process No.: 6.11

Process Title: Is development plan filed?

Process Description:

Lands

Minerals

Owner will submit a ADP if he intends to drill, development plan for Geothermal, R₂P₂ for coal

Next Process: If yes, 6.12, if no, 2.1

Minerals Inputs:

- Development plan
- Case file
- R₂P₂

Outputs:

- Case file

Lands Inputs:

Outputs:

Process No.: 6.12

Process Title: Is plan approved?

Process Description:

Lands

Minerals

BLM will review plans as submitted from the lessee to determine impacts.

Next Process: If yes, 6.15, if no, 6.13

Minerals Inputs:

- Case file

Outputs:

- Case file

- Decision

Lands Inputs:

Outputs:

Process No.: 6.13

Process Title: Technical review

Process Description:

Lands

Minerals

If plan cannot be approved as submitted, technical review is conducted to determine alternatives.

Next Process: 6.14

Minerals Inputs:

- Case file

Outputs:

- Case file

- Development plan alternatives

Lands Inputs:

Outputs:

Process No.: 6.14

Process Title: Is technical review favorable

Process Description:

Lands

Minerals

BLM has determined if plan development alternatives can be authorized

Next Process: If yes, 6.15, if no 5.0

Minerals Inputs:

- Case file

Outputs:

- Case file

Lands Inputs:

Outputs:

Process No.: 6.15

Process Title: Authorized plan of operations

Process Description:

Lands

Minerals

Notify owner that plan is approved

Next Process: 6.16

Minerals Inputs:

- Case file

Outputs:

- Case file

- Authorized plan

Lands Inputs:

Outputs:

Process No.: 6.16

Process Title: Notify adjudication section

Process Description:

Lands

Minerals

The state office adjudication section is informed of intent to drill.

Next Process: 6.17

Minerals Inputs:

- Case file
- Lease Bond if not covered otherwise

Outputs:

- Approved plan
- Case file
- Termination list

Lands Inputs:

Outputs:

Process No.: 6.17

Process Title: Is there production?

Process Description:

Lands

Minerals

Owner develops lease

Next Process: If yes, 6.18, if no, 2.1

Minerals Inputs:

- Productions report

Outputs:

- Case file
- Accounting advice notifying
BRASS of transfer to AFS
- Copies of documents to AFS
- Production-Rejection Decision
- Mineral production reports

Lands Inputs:

Outputs:

Process No.: 6.18

Process Title: Production/Royalty splitter

Process Description:

Lands

Minerals

If minerals are producer, split royalty and re-evaluate development plan

Next Process: 6.19 and 6.20

Minerals Inputs:

- Case file
- Production report from District

Outputs:

- Case file

Lands Inputs:

Outputs:

Process No.: 6.19

Process Title: Is royalty paid

Process Description:

Lands

Minerals

If minerals products are produced, royalties must be paid to the U.S. Government. BLM notifies MMS of production status.

Next Process: If yes, 2.0, if no, 4.5

Minerals Inputs:

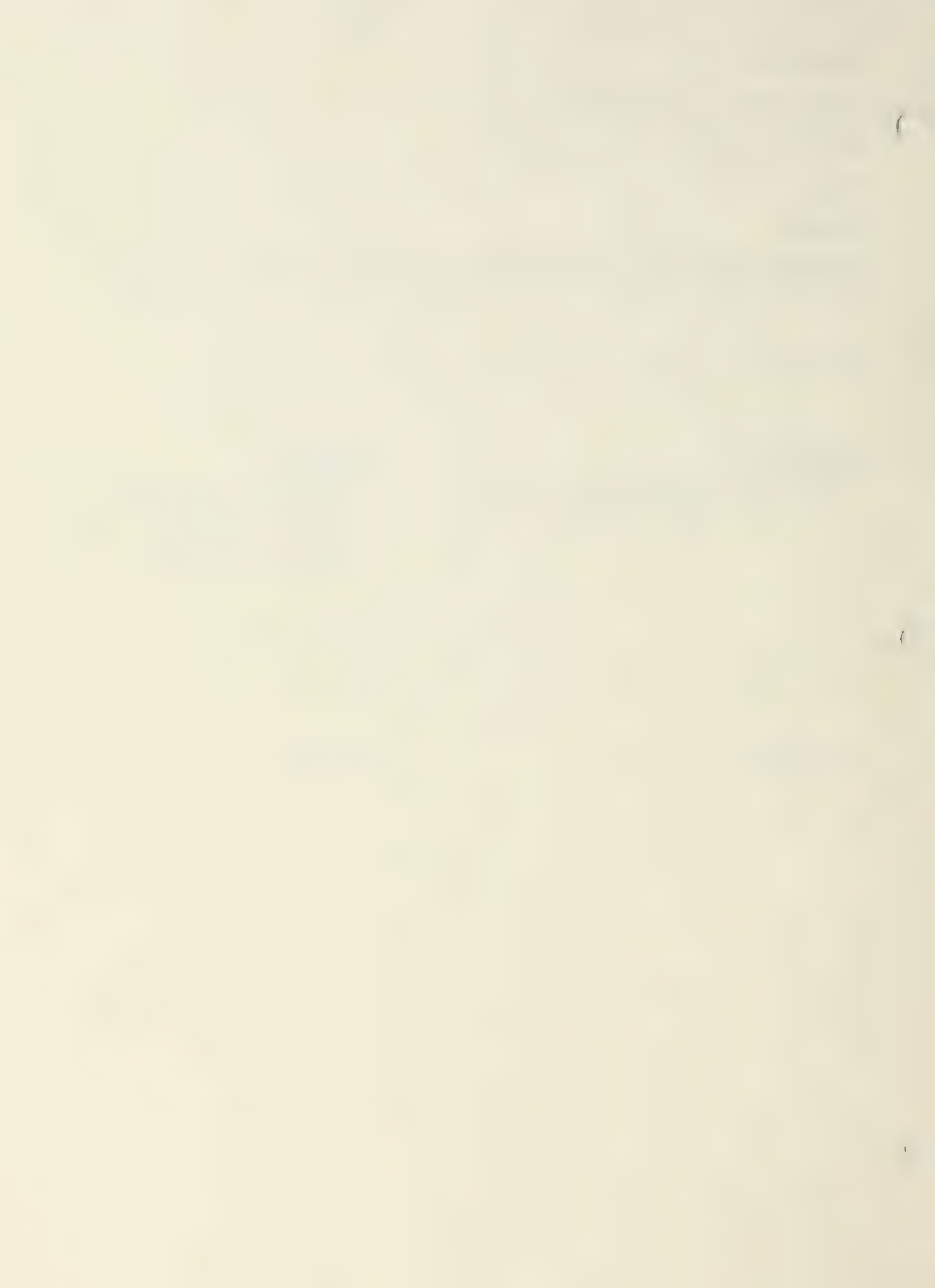
- Case file
- List of accounts not in good standing
- Request for Royalty reduction

Outputs:

- Case file
- Approval of assignments
- Denies if an account is not in good standing
- Cancellation of lease

Lands Inputs:

Outputs:



Process No.: 6.20

Process Title: Is development plan modified

Process Description:

Lands

Minerals

If lease becomes producing, the development plan may be modified.

Next Process: If yes, 6.11, if no, 4.5

Minerals Inputs:

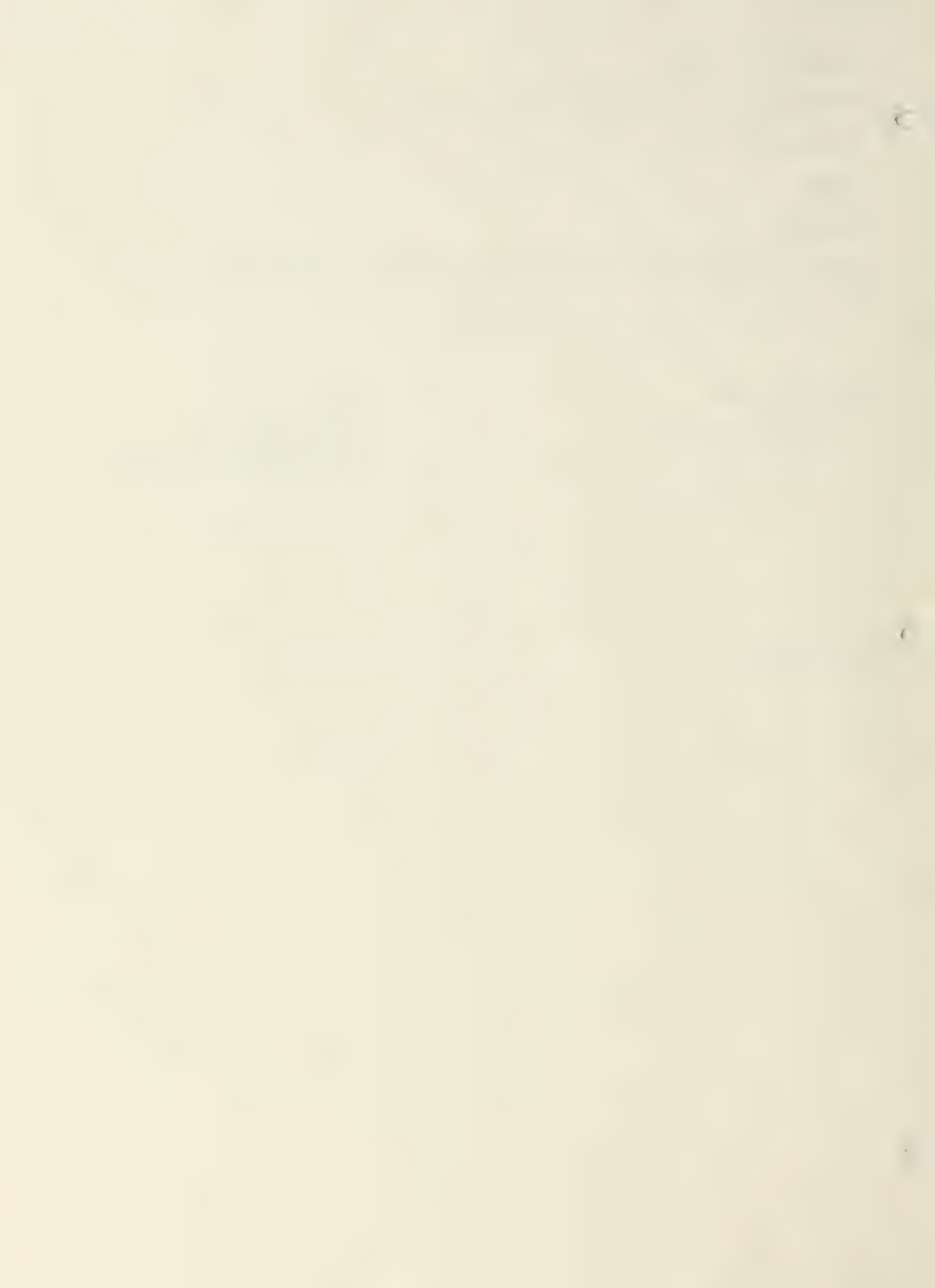
- Case file
- Modification request

Outputs:

- Case file
- Decision document
- Additional requirements decision

Lands Inputs:

Outputs:



Process No.: 6.21

Process Title: Notification of Action/Construction

Process Description:

Lands

BLM receives the required documents from the owner

Minerals

Next Process: 6.22

Minerals Inputs:

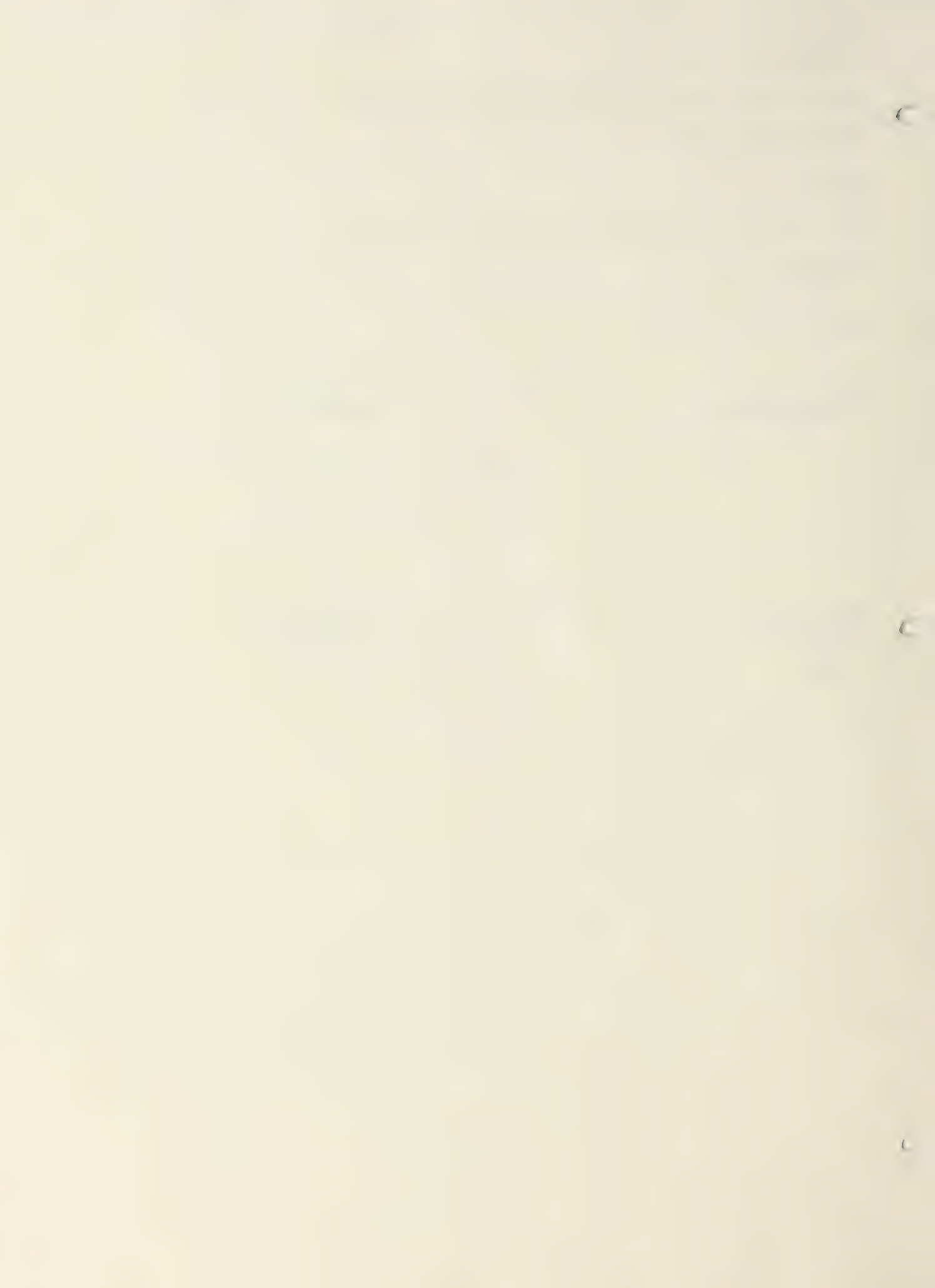
Outputs:

Lands Inputs:

- Case file
- Plans
- Maps

Outputs:

- Case file



Process No.: 6.22

Process Title: Technical review

Process Description:

Lands

BLM reviews materials submitted by owner to determine if he is in compliance.

Minerals

Next Process: 6.23

Minerals Inputs:

Outputs:

Lands Inputs:

- Case file

Outputs:

- Case file

- Development Plan alternate

Process No.: 6.23

Process Title: Is owner in compliance?

Process Description:

Lands

Based on the technical review, BLM decides if owner is in compliance.

Minerals

Next Process: If yes, 6.24, if no, 6.25

Minerals Inputs:

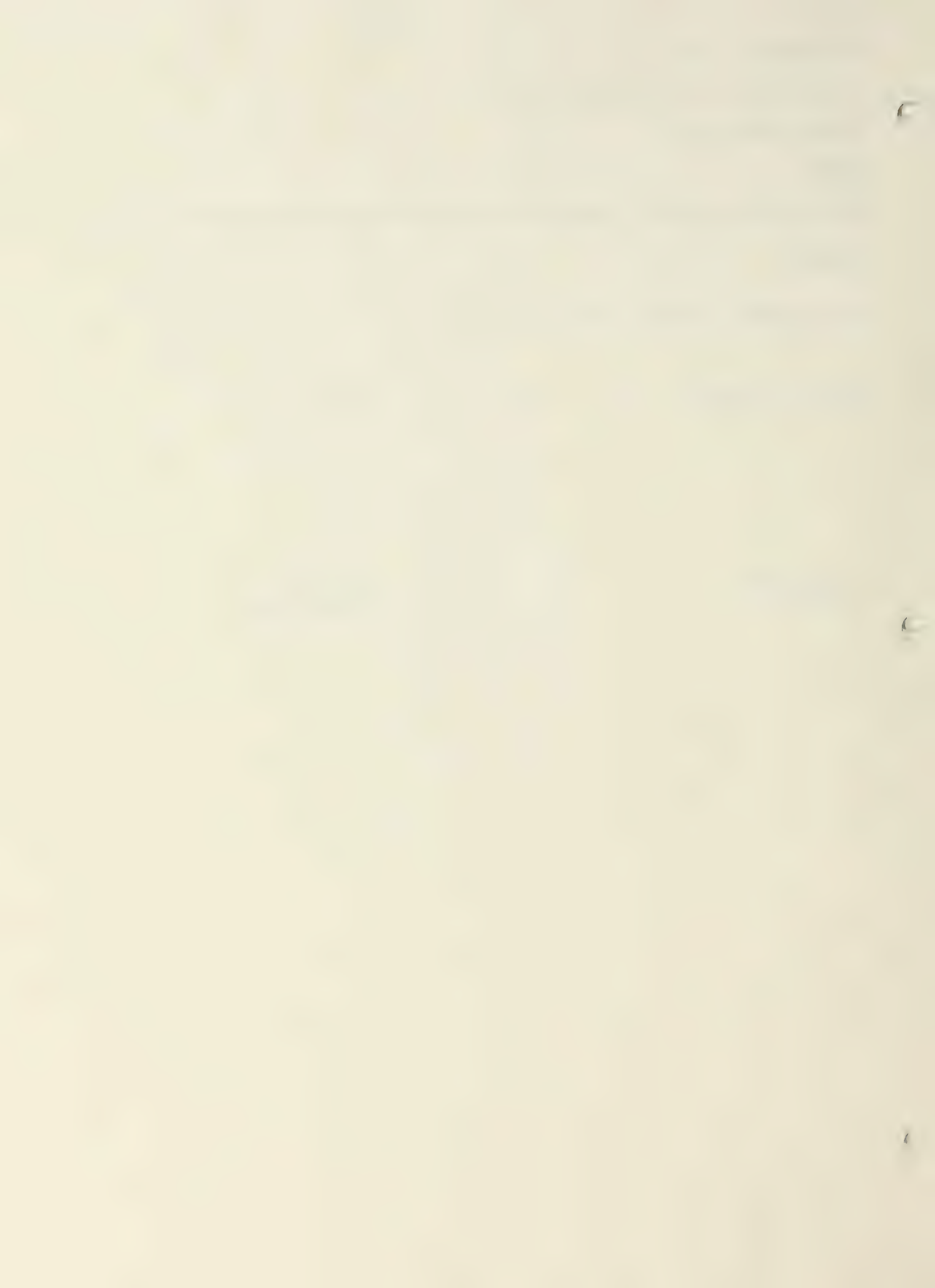
Outputs:

Lands Inputs:

- Case file

Outputs:

- Case file



Process No.: 6.24

Process Title: Compliance certificate

Process Description:

Lands

If owner is in compliance, BLM issues a written certification.

Minerals

Next Process: 2.1

Minerals Inputs:

Outputs:

Lands Inputs:

- Case file

Outputs:

- Case file

- Compliance Certificates

Process No.: 6.25

Process Title: Issue Notice of Non-Compliance

Process Description:

Lands

If owner is not in compliance with authorization, BLM issues Notice of Non-Compliance and gives owner a specific time to correct action.

Minerals

If owner is not in compliance with authorization, BLM issues Notice of Non-Compliance and gives owner a specific time to correct action.

Next Process: 6.26

Minerals Inputs:

- Case file

Outputs:

- Case file
- Notice to Surety
- Notice of Non-Compliance
penalty assessment

Lands Inputs:

- Case file

Outputs:

- Case file
- Notice of Non-Compliance

Process No.: 6.26

Process Title: Has owner corrected non-compliance?

Process Description:

Lands

Owner has given the opportunity to correct non-compliance.

Minerals

Owner has given the opportunity to correct non-compliance.

Next Process: If yes, 6.24, if no, 6.27

Minerals Inputs:

- Case file
- Money/Accounting advice

Outputs:

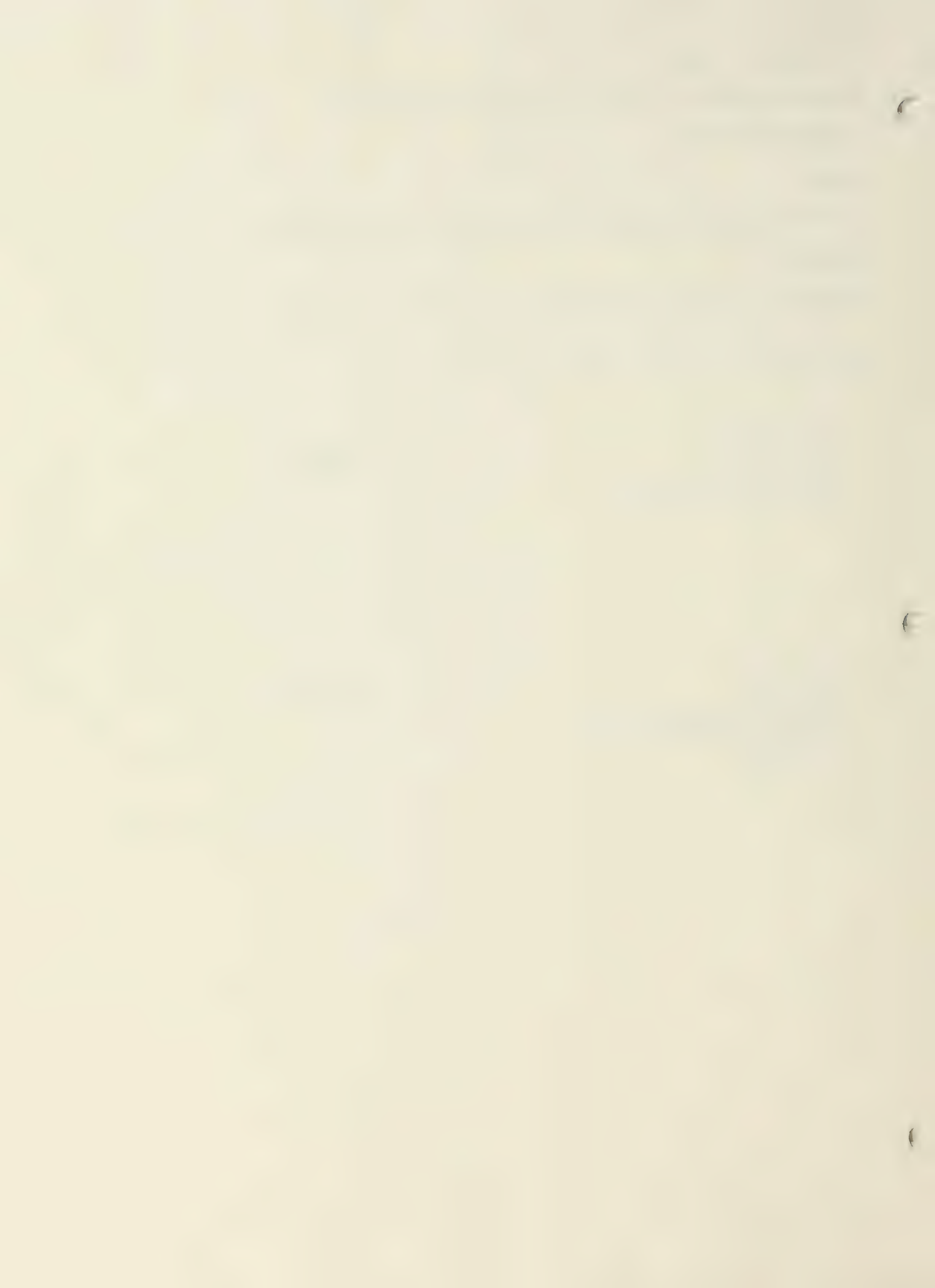
- Case file

Lands Inputs:

- Case file
- Report, affidavit, etc.,
confirming compliance, non-
compliance

Outputs:

- Case file



Process No.: 6.27

Process Title: Should authorization be rejected?

Process Description:

Lands

If owner does not comply, BLM must decide if action should be rejected.
Cancelled?

Minerals

If owner does not comply, BLM must decide if action should be taken.

Next Process: If yes, 6.30, If no, 6.22

Minerals Inputs:

- Case file

Outputs:

- Case file
- Notice to Surety

Lands Inputs:

- Case file

Outputs:

- Case file

Process No.: 6.28

Process Title: Adjudication section

Process Description:

Lands

Material goes to adjudication for a written decision initiating action to cancel authorization.*

Minerals

Material goes to adjudication for a written decision initiating action to cancel authorization.*

Next Process: 4.5

Minerals Inputs:

- Case file

Outputs:

- Case file
- Cancellation decision

Lands Inputs:

- Case file

Outputs:

- Case file
- Rejection Decision
- Request for institution of court process or complaint filed against party

*Note: The type of case, and its granting authority guide the legal route - Decision - complaint and Hearing before ALJ - or Federal court.

Process No.: 6.30

Process Title: Adjudication section

Process Description: Material goes to adjudication for a written decision canceling authorization.

Next Process: 4.5

Minerals Inputs:

Outputs:

Lands Inputs:

- Case file

Outputs:

- Case file

- Rejection Decision

B. Case Recordation System

The automated case recordation data base, in conjunction with the manual graphics data base, is used to process active cases (except mining claims). The case recordation (CR) data base contains alphanumeric data that is nonspacially oriented. Manual graphics relating spacial information [i.e., legal land description and land use status contained in Master Title Plats (MTPs), Historical Index (HI), Use Plats, etc.] are used with the data contained in the case recordation system to process cases. This system is used mainly in adjudicative steps in submodules 4 and 6 of graphic III.1. System features and functions are fully described in the enclosure entitled, "User Guide for the Automated Land and Mineral Record System" (Blue Binder).

Table 3.1 is a composite of what each state is doing in relation to Case Recordation, Collection of Survey, and Status Information.

All State Offices are involved in case recordation. The States that do not have case recordation in the district or resource area offices are limited by the fact that the Districts/Resource Areas do not have the equipment. All states except Oregon have indicated that the equipment will be going to the Districts and/or Resource Areas in the near future. All states except Colorado, Eastern States, and Wyoming have started survey information collection. Those three state offices will soon begin the collection. Arizona, New Mexico, Oregon, and Utah are near completion of this task. Arizona and New Mexico are currently collecting status under a contract. Utah will begin collecting status in-house in the near future.

Table 3.2 indicates, by office and case type, the average number of new cases per year on the case recordation data base.

CURRENT OPERATIONS

OFFICE	CASE RECORDATION	SURVEY	STATUS	ADDITIONAL INFORMATION
ARIZONA STATE OFFICE	X	X	X	Within the next two months, the Districts and Resource Areas will have case recordation capabilities. Except for Silver City, status is being collected under a contract.
DISTRICT OFFICES				
RESOURCE AREAS				
CALIFORNIA STATE OFFICE	X	X		California will start survey collection in February, 1985. The Districts and Resource Areas hopefully will start getting terminals this summer.
DISTRICT OFFICES				
RESOURCE AREAS				
COLORADO STATE OFFICE	X			*Only in two Resource Areas (Meeker and White River) Survey collection will start in February, 1985.
DISTRICT OFFICES	X			
RESOURCE AREAS	X*			
EASTERN STATES OFFICE	X			Districts should be getting terminals soon. Survey collection should begin in March, 1985.
DISTRICT OFFICES				
RESOURCE AREAS				
IDAHO STATE OFFICE	X	X		Idaho is just beginning survey collection.
DISTRICT OFFICES	X			
RESOURCE AREAS	X			
MONTANA STATE OFFICE	X	X		Montana has just started survey collection. The Districts are doing only a part of Case Recordation.
DISTRICT OFFICES	X			
RESOURCE AREAS				
NEVADA STATE OFFICE	X	X		Nevada is just starting survey collection.
DISTRICT OFFICES	X			
RESOURCE AREAS				
NEW MEXICO STATE OFFICE	X	X	X	New Mexico will complete survey collection by 3/31/85. Except for Silver City, status is being collected under a contract.
DISTRICT OFFICES	X			
RESOURCE AREAS	X			
OREGON STATE OFFICE	X	X		Survey collection in Oregon is almost completed. The Districts and Resource Areas do not have any equipment.
DISTRICT OFFICES				
RESOURCE AREAS				
UTAH STATE OFFICE	X	X		Utah is almost finished with survey collection and will start status collection in March, 1985.
DISTRICT OFFICES	X			
RESOURCE AREAS	X			
WYOMING STATE OFFICE	X			The Resource Areas are in the process of installing telecommunication equipment so they can use Case Recordation. Survey collection will start in March, 1985.
DISTRICT OFFICES	X			
RESOURCE AREAS				

Table 3.1

CURRENT OPERATIONS (continued)

OFFICE	CASE RECORDATION	SURVEY	STATUS	ADDITIONAL INFORMATION
DENVER SERVICE CENTER	X	X	X	DSC has all capabilities for design and state assistance purposes.
WASHINGTON OFFICE	X			Fluid Leasing (WO-621) uses Case Recordation for information on oil and gas cases. As soon as another terminal and printer are purchased, Solid Mineral Operations (WO-660), Withdrawals and Withdrawal Review (WO-322), Lands (WO-321) and Rights-of-Way (WO-330) will use Case Recordation, too. The Division of Recreation, Cultural, and Wilderness Resources (WO-340) has requested codes to track Recreational Use Permits and Cultural Resources Aniquity Permits.

NUMBER OF CASES PER YEAR ADDED TO THE SYSTEM IN YEARS 1982 OR 1984

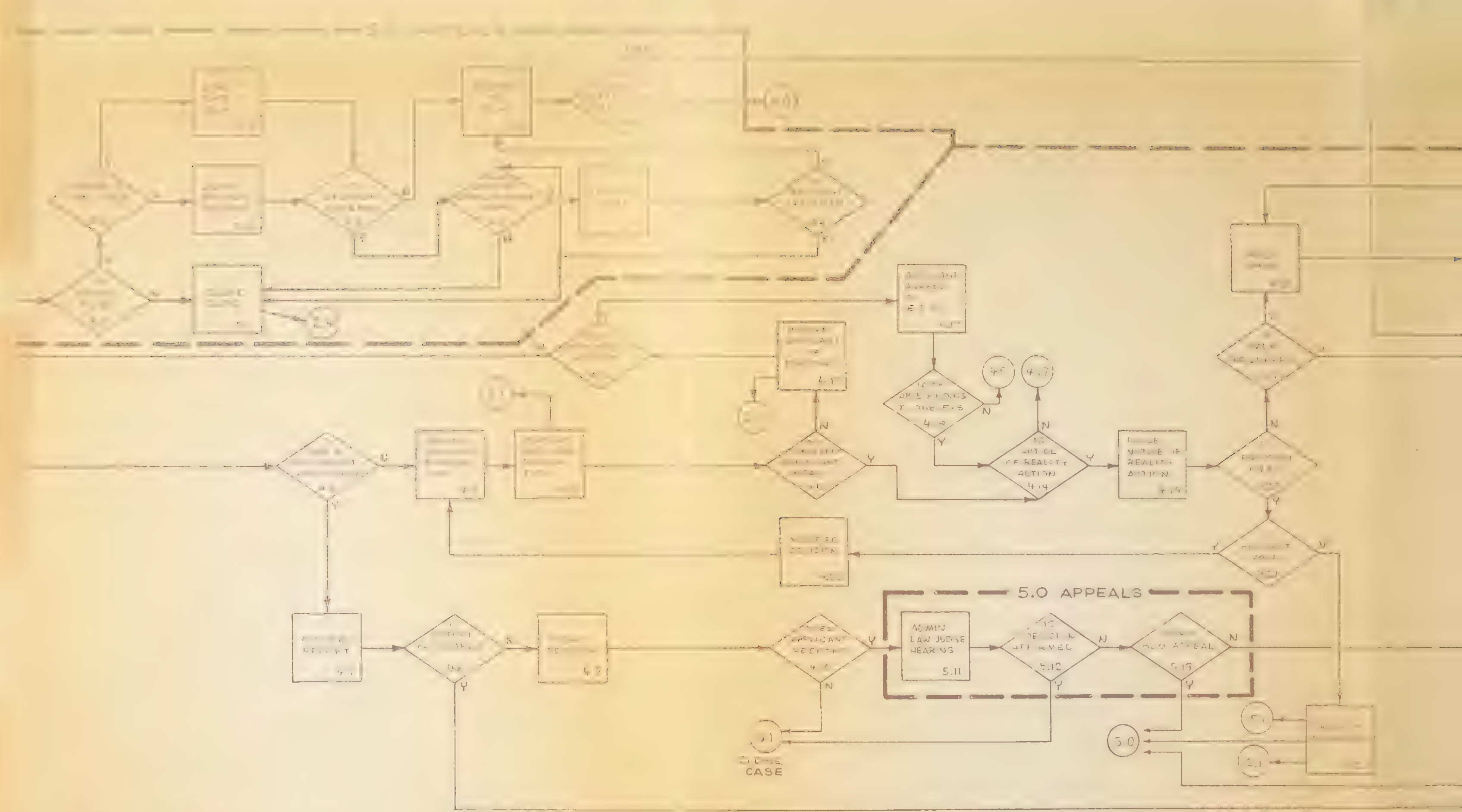
	ARIZONA	CALIFORNIA	COLORADO	IDAHO	MONTANA	NEW MEXICO	NEVADA	OREGON	UTAH	WYOMING	EASTERN STATES											
CASE TYPE	1982	1984	1982	1984	1982	1984	1982	1984	1982	1984	1982	1984										
1	3	0	0	36	0	16	0	4	14	16	0	1	4	0	11	3	46	9	5	2		
2	1	4	0	6	1	7	0	1	0	5	0	2	0	18	0	1	0	0	0	2		
3	16	64	105	63	67	101	47	80	173	146	29	18	14	42	122	17	43	34	45	17	8	8
4	3	68	64	193	26	58	99	85	239	568	96	158	203	290	85	59	32	45	61	171	97	75
5	67	188	227	271	239	320	82	288	142	112	1107	542	318	334	128	112	330	287	917	667	0	1
6	224	75	726	530	1305	473	363	247	2502	670	1849	750	1098	404	1264	442	1403	480	3468	1199	1170	712
7	1	1	8	10	11	6	17	13	14	11	17	24	6	8	0	2	41	27	55	6	112	85
8																						
9	2	5	1	2		0	0	1	1	1	5	0	0	7	0	22	4	3	21	96	0	0
10	0	0		0		0	0	5		0	1	0	1	0	0	0		0		0	0	0
TOTAL	317	405	1131	1075	1685	965	624	720	3075	1527	3120	1493	1640	1094	1603	672	1864	880	4613	2178	1392	885

C. Mining Claims

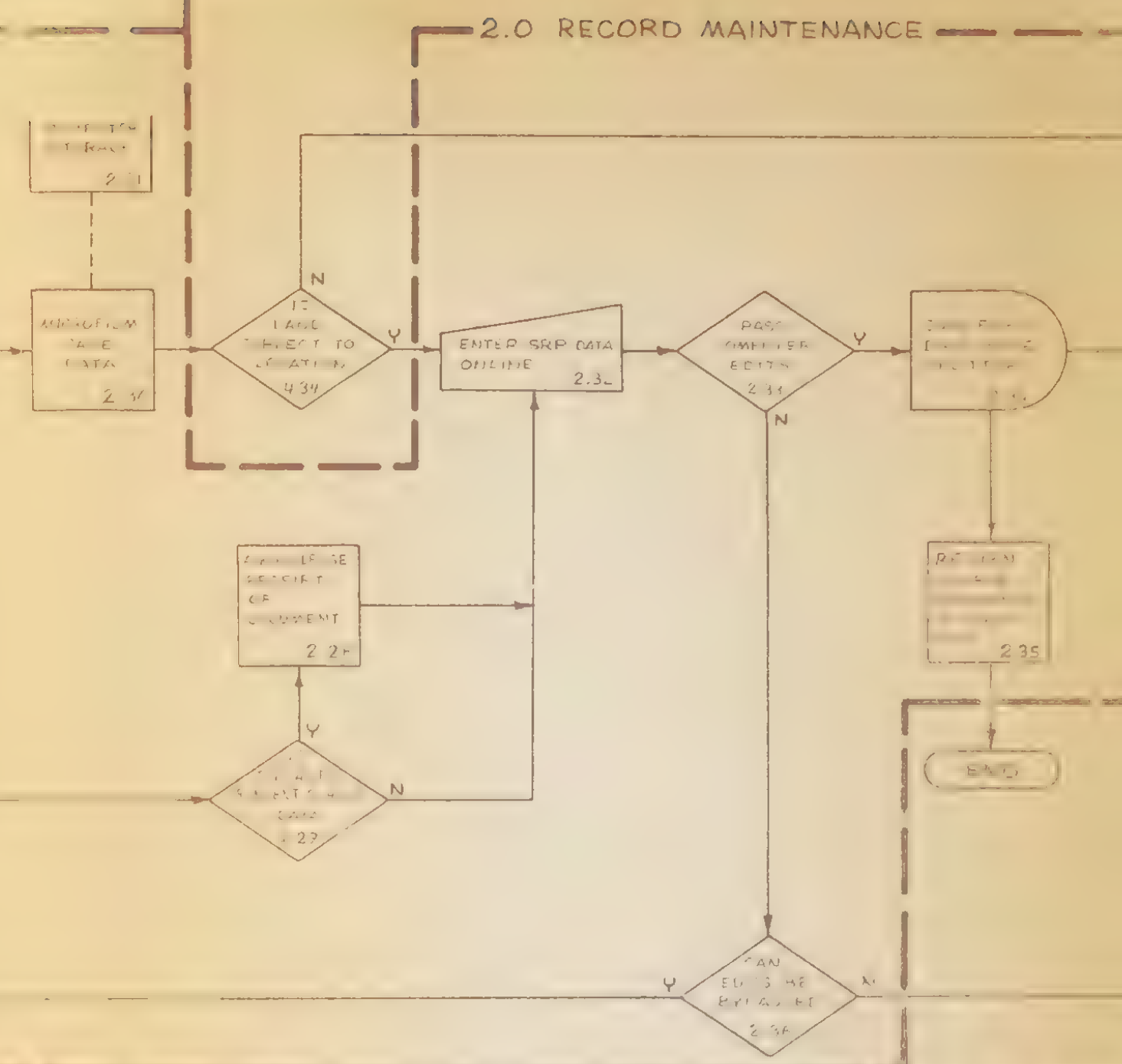
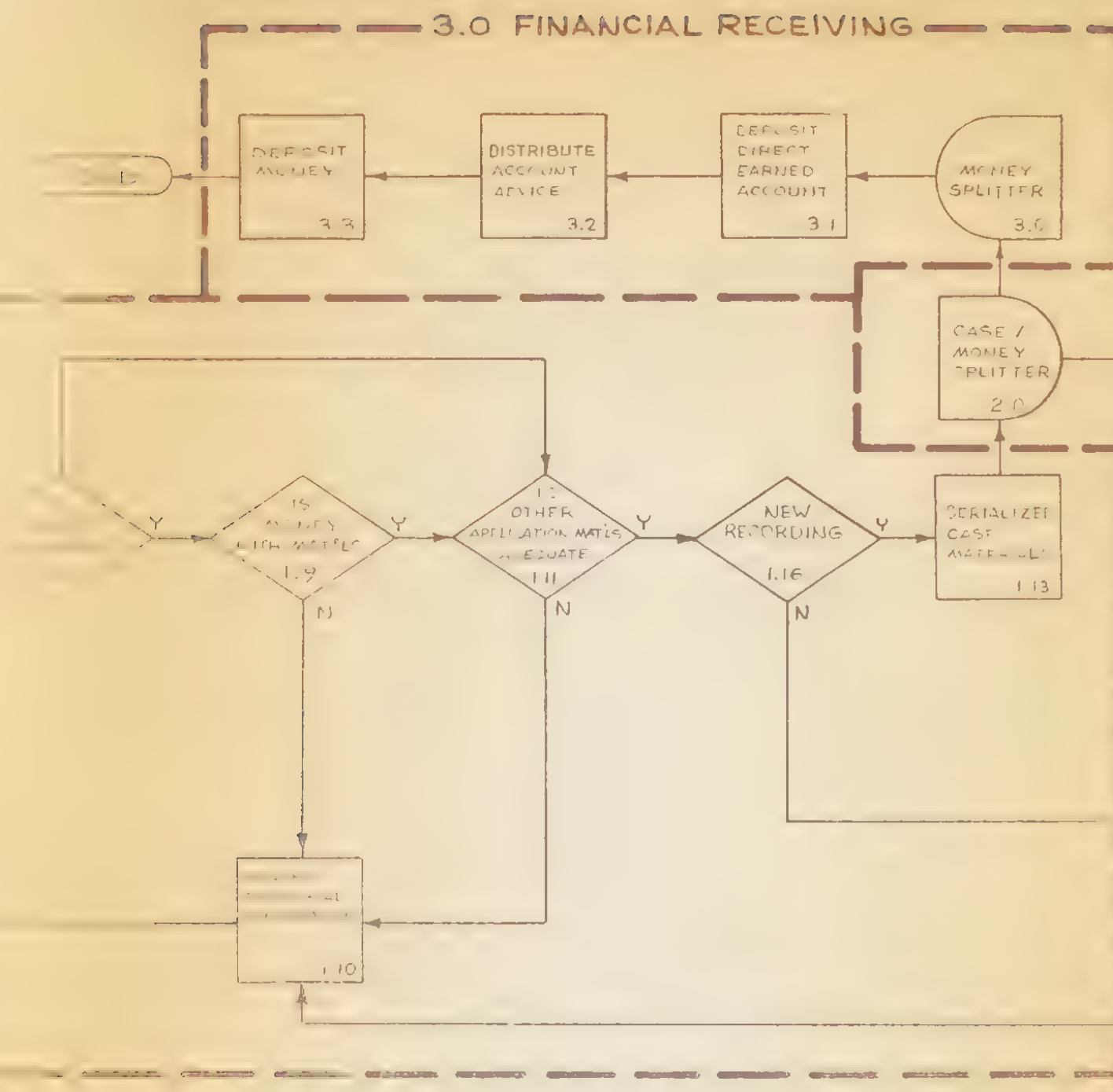
The Mining Claim Recordation System is an automated recording, tracking, and reporting system designed specifically for mining claim requirements. The system provides interactive update and retrieval by Serial Number, and Bureauwide batch reporting.

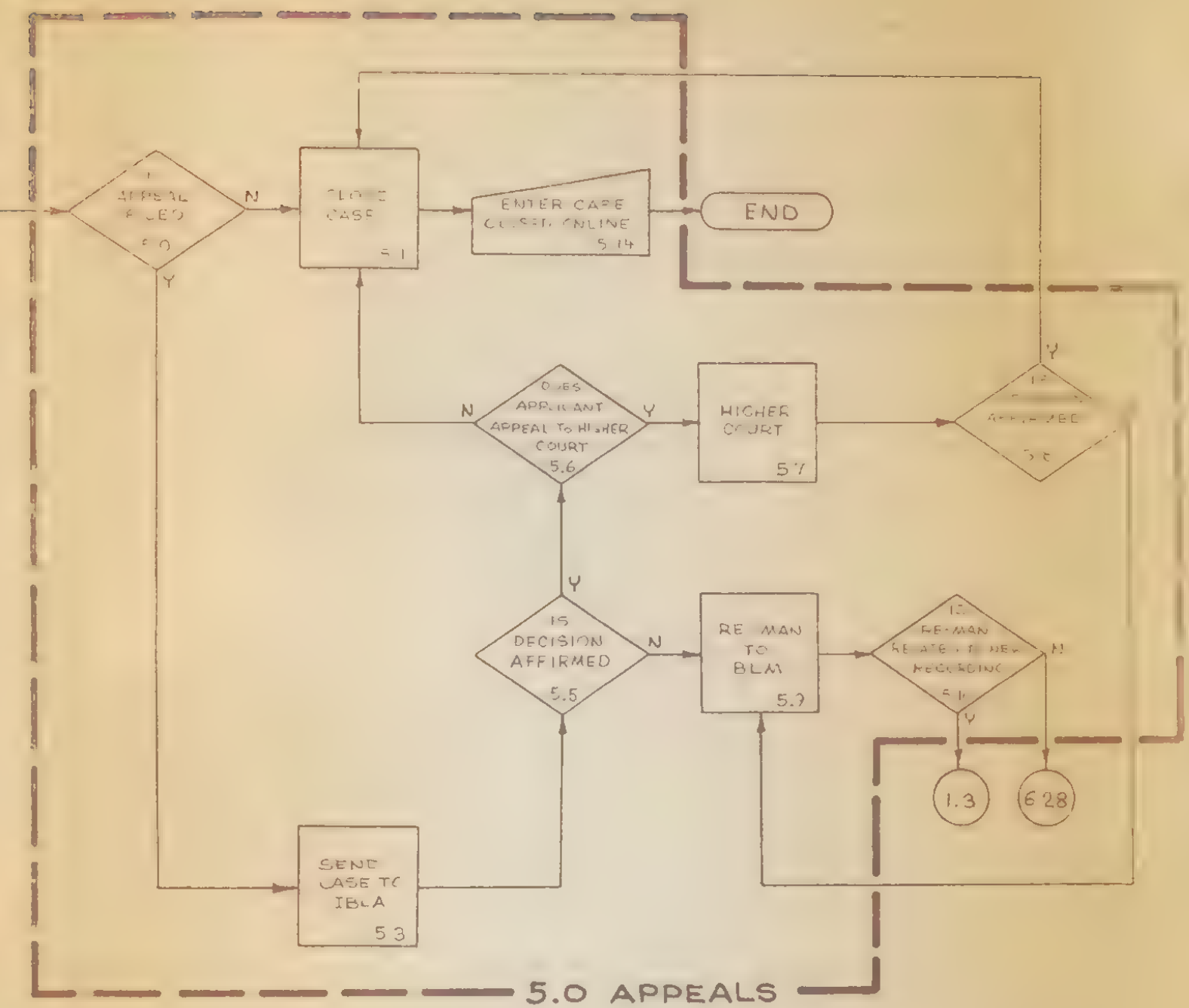
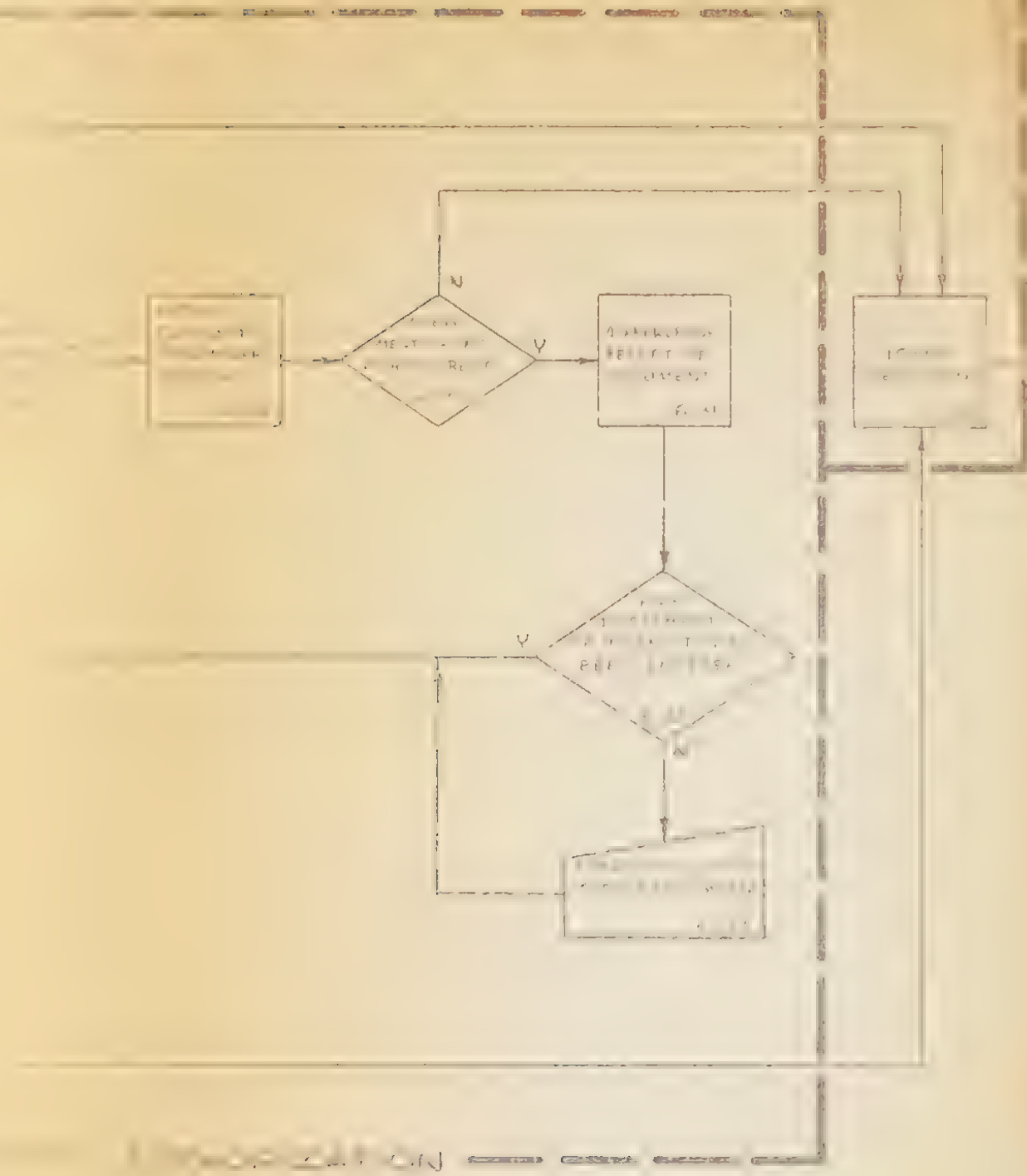
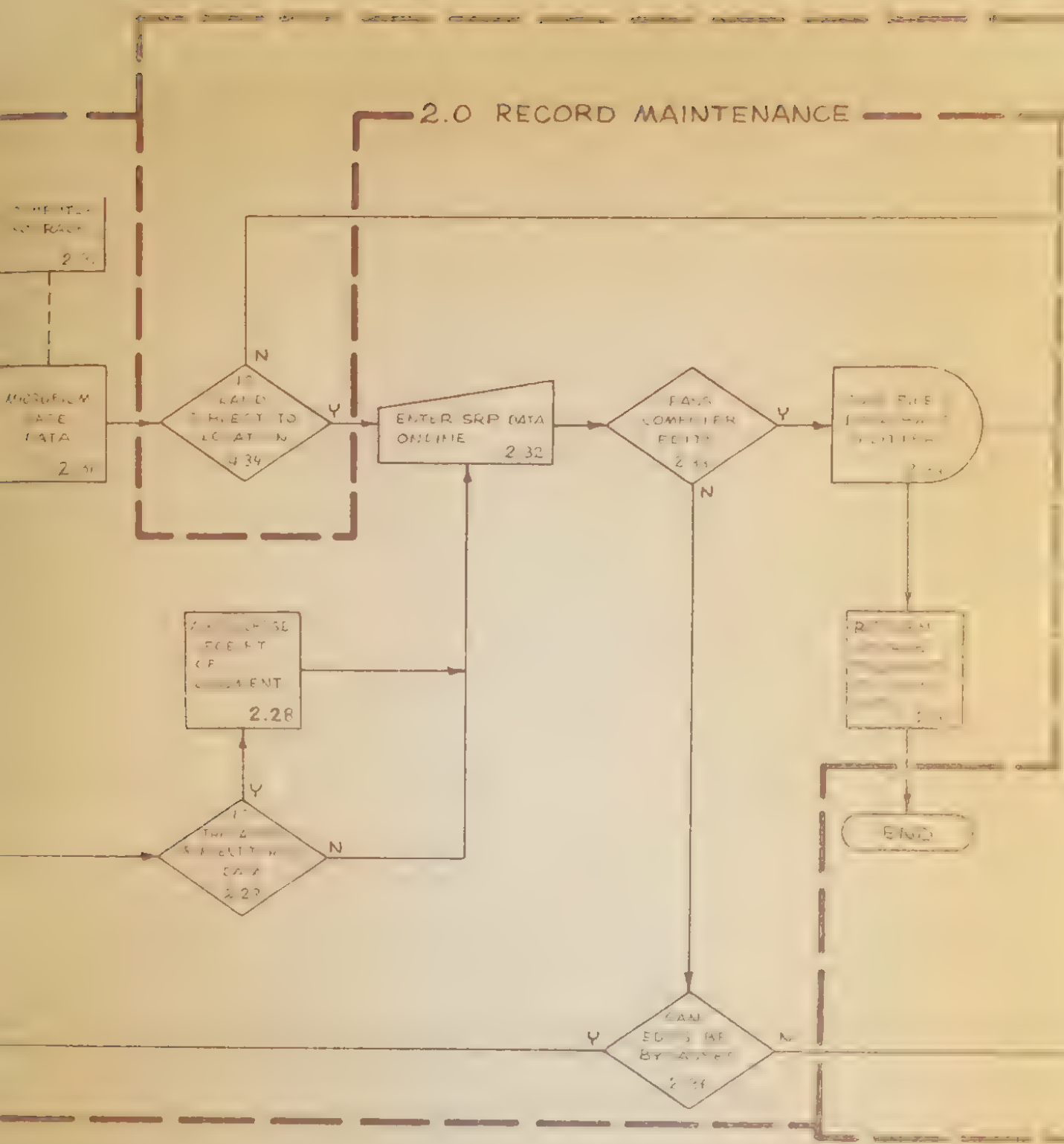
Implementation was in September 1978 as a result of the Federal Land Policy and Management Act (FLPMA), Section 314, passed on October 21, 1976. The Act required that all mining claims be recorded with BLM within 90 days of location or by October 1979 for pre-FLPMA claims. Documentation that was not done because of the rushed implementation is now being planned for FY 86. Mining Claims was BLM's first online system. There are presently 1.8 million claims on the system.

Mining claims are presently processed separate from the case recordation system because it has its own unique set of requirements. An automated system called Mining Claims Recordation System (MCR) is used to process these cases. Diagram III-2 indicates the steps necessary to process a mining claim. Immediately following the diagram are narratives describing the steps, actions taken, and inputs and outputs.



10 PRE-AUTHORIZATION





Process No.: 1.1

Process Title: Materials received in mail

Process Description:

Mining Claims

Materials received. Date and time stamp all materials

Next Process: 1.3

Mining Claim Inputs:

- General materials
- Notice of Locations
- Name/Address changes
- Annual assessment documents
- Notice of Intention to Hold
- Ownership changes
- MCAAR Forms (3830-2)
- Appeals

Outputs:

- same as inputs

Process No.: 1.2

Process Title: Materials hand delivered

Process Description:

Mining Claims

Materials are hand delivered. Date and time stamp all materials.

Next Process: 1.3

Mining Claim Inputs:

- General materials
- Notice of Locations
- Name/Address change
- Annual Assessment documents
- Notice of Intention to Hold
- Ownership changes
- MCAAR Forms (3830-2)
- Appeals

Outputs:

- same as inputs

Process No.: 1.3

Process Title: Are materials case related?

Process Description:

Mining Claims

Does material relate to an established case file or an action requiring case file establishment?

Next Process: If no 1.4, if yes 1.7

Mining Claim Inputs:

- General material
- Recordations documents
- Appeals
- Name/address/ownership changes
- Annual assessment or Notice of Intention to Hold documents
- MCAAR Forms (3430-2)

Outputs:

- General material

Process No.: 1.4

Process Title: Regular mail routing

Process Description:

Mining Claims

If the answer of 1.3 is no, the materials will be routed as to established routing procedures. Will be routed to proper individuals in 1.5.

Next Process: 1.5

Mining Claim Inputs:

- General non-case related paperwork

Outputs:

- General non-case related paperwork

Process No.: 1.5

Process Title: Individual review

Process Description:

Mining Claims

Materials are reviewed by the individual and distributed to appropriate action office

Next Process: End of Process

Mining Claim Inputs:

- General non-case related paperwork

Outputs:

- General non-case related paperwork

Process No.: 1.7

Process Title: Screen materials

Process Description:

Mining Claims

Case related materials are screened to determine what type of materials have arrived either by hand delivery or mail

Next Process: 1.14

Mining Claim Inputs:

- Money
- Recordation Documents
- Maps
- MCAAR Forms
- Assessment Documents

Outputs:

Process No.: 1.8

Process Title: Is money required?

Process Description:

Mining Claims

A determination is made as to whether money is required to process this case

Next Process: If yes 1.9, if no 1.11

Mining Claim Inputs:

- Money
- Case related materials

Outputs:

- Money
- Case related materials

Process No.: 1.9

Process Title: Is money with materials?

Process Description:

Mining Claims

Once it is determined that money was required, materials are screened to determine if money was received

Next Process: If yes 1.11, if no 1.10

Mining Claim Inputs:

- Money
- Case related materials

Outputs:

- Money
- Case related materials

Process No.: 1.10

Process Title: Request additional information. Return - if not enough filing fees or improper forms

Process Description:

Mining Claims

If the answers to either 1.19 or 1.11 is no, the materials received from applicant are rerrurned. Additional materials or money will be requested form applicant. The applicant may continue the process going back to start.

Next Process:

Mining Claim Inputs:

- All materials received

Outputs:

- All materials received

Process No.: 1.11

Process Title: Other application materials adequate

Process Description:

Mining Claims

Review recording for required materials other than money

Next Process: If yes 1.16, if no 1.10

Mining Claim Inputs:

- Location dates
- Legal description
- Owner name/address
- Map or sketch
- County recording data
- Claim name/number

Outputs:

- Same as inputs

Process No.: 1.13

Process Title: Serialized case material

Process Description:

Mining Claims

Assign serial number and stamp materials with assigned number; place material in case folder

Next Process: 2.0

Mining Claim Inputs:

- General recording material
- Money

Outputs:

- General recording material
- Case file

Process No.: 1.14

Process Title: Is material timely filed?

Process Description:

Mining Claims

Determine if material is received within the time fram established by law and regulation

Next Process: If yes 1.8, if no 1.15

Mining Claim Inputs:

- Notice of location
- Annual assessment document
- Notice of Intention to Hold

Outputs:

Same as inputs

Process No.: 1.15

Process Title: Reject recording

Process Description:

Mining Claims

Reject recording if it is not timely filed

Next Process: 5.0

Mining Claim Inputs:

- Notice of Location
- Annual assessment document
- Notice of Intention to Hold

Outputs:

- Rejection decisions

Process No.: 1.16

Process Title: Is this a new recording?

Process Description:

Mining Claims

Decision is made to determine if material is a new recording or an update to an established recording

Next Process: If yes 1.13, if no 2.28

Mining Claim Inputs:

- General materials
- Notice of Locations
- Name/Address/Ownership changes
- Annual assessment or Notice of Intention to Hold Documents
- MCAAR Forms (3830-2)

Outputs:

Same as inputs

Process No.: 2.0

Process Title: Case/Money splitter

Process Description:

Mining Claims

At this point, money is separated from the case material

Next Process: Money to 3.0, Case to 2.30

Mining Claim Inputs:

- Money
- Case materials

Outputs:

- Money 3.0
- Case materials 2.1

Process No.: 2.28

Process Title: Is this Assessment or Intention to Hold?

Process Description:

Mining Claims

A decision is made if the documents received are to record assessment work or to serve as a notice of intention to hold.

Next Process: If yes 2.29; if no 2.32

Mining Claim Inputs:

- General Material
- Name/Address/Ownership Change
- Annual Assessment documents
- Notice of Intention to Hold
- Appeals

Outputs:

- Same as Inputs

Process No.: 2.29

Process Title: Acknowledge Receipt of Document

Process Description:

Mining Claims

The receipt of the assessment or notice is acknowledged to claimant by post card form.

Next Process: 2.32

Mining Claim Inputs:

- Evidence of Annual Assessment
- Notice of Intention to Hold

Outputs:

- Acknowledgement

Process No.: 2.30

Process Title: Microfilm Case Data

Process Description: Material that is placed in the case folder is microfilmed on updatable microfilm. The microfilm is placed in controlled storages and copies made, if requested, for review by in-house as well as public users.

Mining Claims

Next Process: 4.34

Mining Claim Inputs:

- Case file material

Outputs:

- Microfilm

- Case file material

Note: Microfilming can take place after any process. Hard copy case file material is not retained.

Process No.: 2.32

Process Title: Enter SRP data outline

Process Description:

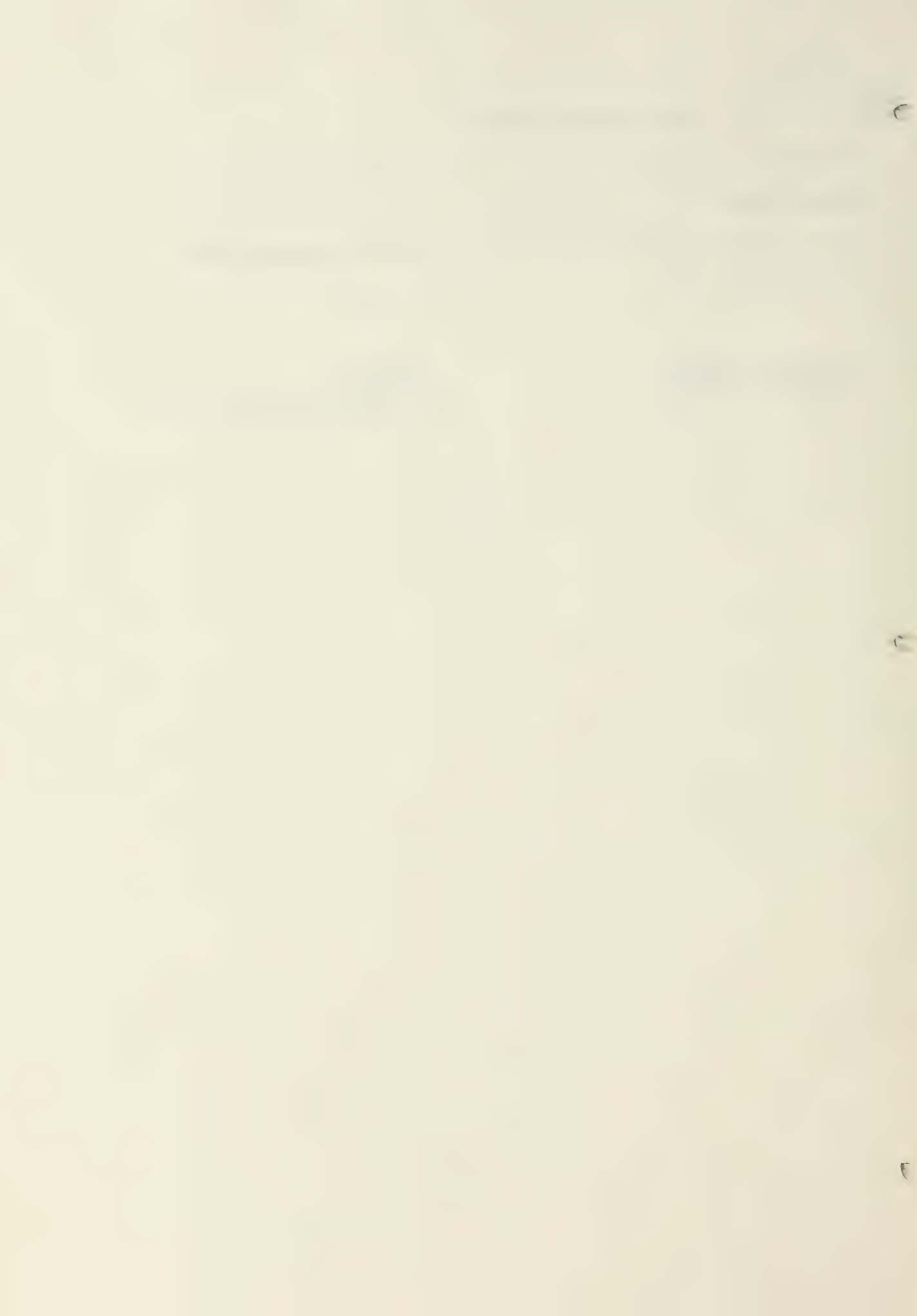
Mining Claims

Enter pertinent data from the case file into the automated system.

Next Process: 2.33

Mining Claim Inputs:
- Case File Material

Outputs:
- Information in Data Base



Notation No.: 2.31

Notation Title: Control Storage

Notation Description:

Mining Claims

All of the microfilm that is created as a result of Process No. 2.30 is placed in controlled storage very similar to a Docket operation. Any request, internal or external, to view the microfilm file is handled by duplicating a copy of the microfilm. The master film will never be removed from the controlled storage area. The microfilm is used in place of the case file.

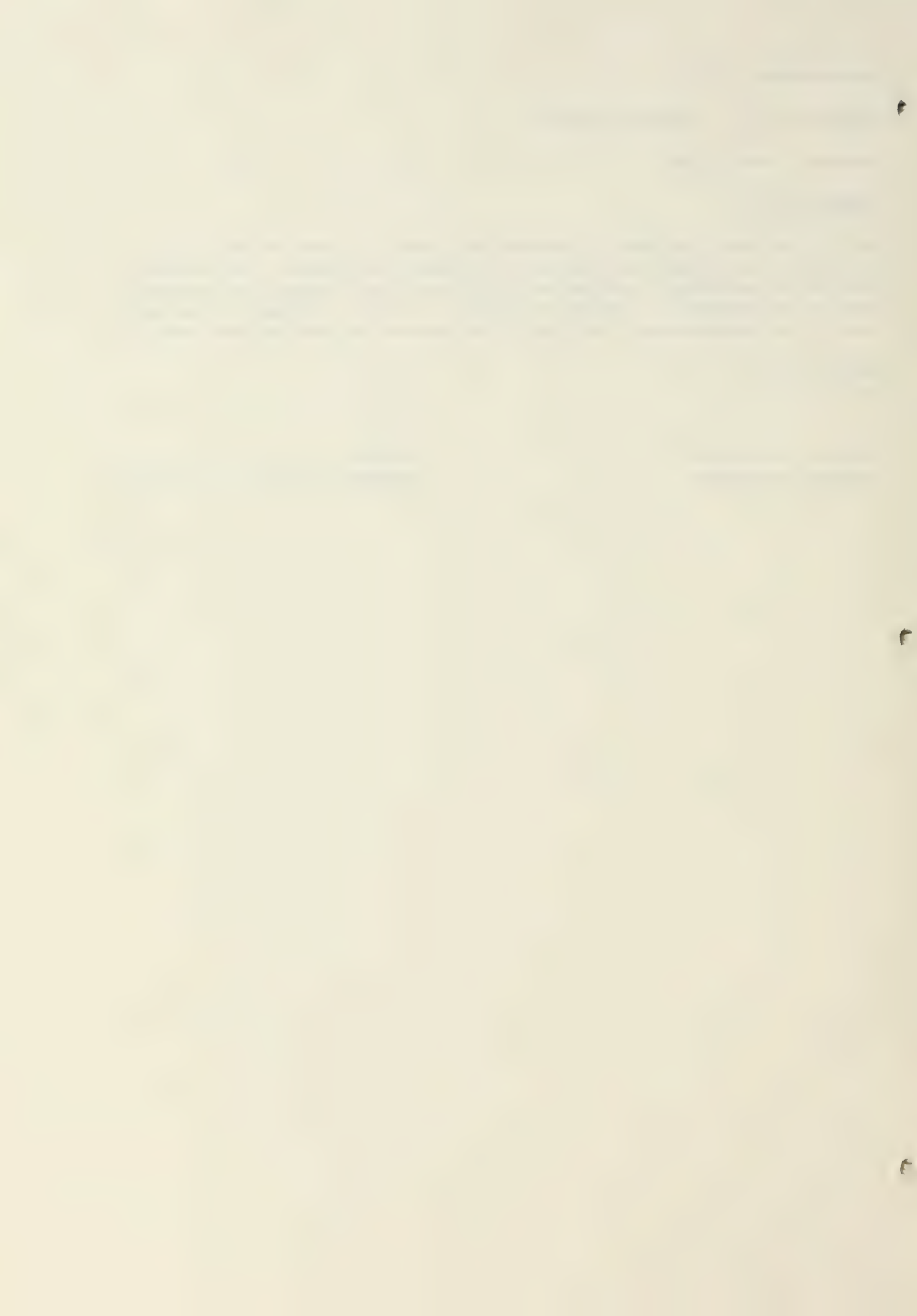
Next Process:

Mining Claim Inputs:

- Master Microfilm

Outputs:

- Duplicate copies of microfilm



Process No.: 2.33

Process Title: Pass computer edits?

Process Description:

Mining Claims

Computer edits are performed against the information entered. Data must pass all edits before the Data Base is updated.

Next Process: If yes 2.34, If no 2.36

Mining Claim Inputs:

- Computer edits

Outputs:

- Computer edits

Process No.: 2.34

Process Title: Case File/Data Base Splitter

Process Description:

Mining Claims

Case file follows one path; the data base information follows another path.

Next Process: Case file 2.35. Data Base 6.28

Mining Claim Inputs:

- Case file
- Data Base Information

Outputs:

- Case file
- Data Base Information

Process No.: 2.35

Process Title: Return source documents to claimants

Process Description:

Mining Claims

After pertinent data has been entered into the automated system, the case file material is returned to claimant or destroyed according to the published records disposition schedule.

Next Process: End

Mining Claim Inputs:

- Case file

Outputs:

- Case file

Process No.: 2.36

Process Title: Can edits be bypassed?

Process Description:

Mining Claims

Some data that does not pass the computer edits can be corrected; other data cannot be corrected. A determination is made if edits can be bypassed.

Next Process: If yes 1.11; if no 4.5.

Mining Claim Inputs:

- Computer edits
- Case material

Outputs:

- Case material

Process No.: 3.0

Process Title: Money splitter

Process Description:

Mining Claims

Money received is earned directly into an established fund as recording fee

Next Process: Direct money to 3.1

• Mining Claim Inputs:

- Recording fee
- Accounting advice

Outputs:

- Recording fee
- Accounting advice

Process No.: 3.1

Process Title: Deposit to direct earned account

Process Description:

Mining Claims

Money is deposited to a direct earned account.. If overpayment is received, a refund is made 30 days after deposit

Next Process: 3.2

Mining Claim Inputs:

- Direct earned money

Outputs:

- Direct earned money
- Accounting advice
- Refund voucher

Process No.: 3.2

Process Title: Distribute accounting advices

Process Description:

Mining Claims

The accounting advice is a five part form. One copy is sent to the applicant as a receipt, one copy is placed in case file, the other copies are sent with money to the accounting section.

Next Process: 3.3

Mining Claim Inputs:

- Money

Outputs:

- Accounting advice receipt
- Money

Process No.: 3.3

Process Title:

Process Description:

Mining Claims

Accounting section deposits money to Federal Reserve bank

Next Process: End

Mining Claim Inputs:

- Money

Outputs:

- Deposit ticketed

- Money

Process No.: 4.5

Process Title: Issue Decision

Process Description:

Mining Claims

Issue decision rejecting the recording or receipt of assessment or notice of intention documents.

Next Process: 5.0

Mining Claim Inputs:

- Case file
- Assessment
- Notice of Intention

Outputs:

- Decision

Process No.: 4.34

Process Title: Is land subject to location?

Process Description:

Mining Claims

The land status records are reviewed to determine if a mining claim can be staked on the land described on the location certificate.

Next Process: If yes 2.32, if no 4.5

Mining Claim Inputs:

- Master Title Plat
- Location Certificate
- Legal Land Description

Outputs:

- Case material

Process No.: 5.0

Process Title: Is appeal filed?

Process Description:

Mining Claims

Applicant has the opportunity to appeal any unfavorable BLM decision;

Next Process: If yes 5.3; if no 5.1.

Mining Claim Inputs:

- Adverse decision

Outputs:

- Adverse decision

Process No.: 5.1

Process Title: Close case

Process Description:

Mining Claims

Case action is administratively closed upon applicant's accepting BLM's decision. Case file can be closed upon relinquishment of rights by the applicant, and case action can be closed after all appeal rights are exhausted.

Next Process: 5.14

Mining Claim Inputs:

- Case file material

Outputs:

- Case file material

Process No.: 5.14

Process Title: Enter Case Closed Online

Process Description:

Mining Claims

Update the Data Base with the proper action code to show that the case is closed.

Next Process: End

Mining Claim Inputs:

- Case Material
- Action Code

Outputs:

- Case Material
- Updated Data Base

Process No.: 5.3

Process Title: Send case to the Interior Board of Lands Appeal

Process Description:

Mining Claims

IBLA reviews and decides on BLM's actions

Next Process: 5.5

Mining Claim Inputs:

- Case Material
- Notice of Appeal

Outputs:

- Case Material
- Acknowledgment of receipt of Appeal

Process No.: 5.5

Process Title: Is decision affirmed?

Process Description:

Mining Claims

A ruling is made by the Interior Board of Land Appeals on unfavorable action taken by BLM on a case.

Next Process: If yes 5.6; if no 5.9.

Mining Claim Inputs:

- Case Material

Outputs:

- Case Material
- Appeal decision document

Process No.: 5.6

Process Title: Does applicant appeal to higher court?

Process Description:

Mining Claims

Applicant has a right to seek review in a Federal court if the Interior Board of Lands Appeal affirms BLM's unfavorable decision. The appeal process starts with a Federal District Court, then Federal Circuit Court of Appeals, and ultimately the United States Supreme Court.

Next Process: If yes 5.7; if no 5.1.

Mining Claim Inputs:

- Affirmed decision

Outputs:

- Appeal
- Case file material

Process No.: 5.7

Process Title: Higher courts

Process Description:

Mining Claims

Copy of case file is sent to higher courts for review and decision.

Next Process: 5.8

Mining Claim Inputs:

- Copy of case file material

Outputs:

- Copy of case file material

Process No.: 5.8

Process Title: Is decision affirmed by a higher court?

Process Description:

Mining Claims

Any one of the Federal courts can affirm BLM's decision. Applicant can appeal the Federal District Court and the Federal Circuit Court of Appeals decision, but not the Supreme Court decision.

Next Process: If yes 5.1; if no 5.9

Mining Claim Inputs:

- Case file material

Outputs:

- Case file material
- Court decision

Process No.: 5.9

Process Title: Remanded to BLM for further action consistent with the ruling of IBLA or the courts.

Process Description:

Mining Claims

The Interior Board of Lands appeal, or any one of the Federal Courts can remand the decision to BLM to process as directed

Next Process: 5.10

Mining Claim Inputs:

- Case file material
- Decision

Outputs:

- Case file material
- Remand with direction

Process No.: 5.10

Process Title: Remand related to pre-authorization

Process Description:

Mining Claims

BLM decides if remand is related to new recording or to Annual Assessment or Notice of Intention.

Next Process: If new recording 1.3; if Assessment or Notice 6.28.

Mining Claim Inputs:

- Case file material

Outputs:

- Case file material

Process No.: 6.28

Process Title: Is Assessment or Notice of Intention to Hold required?

Process Description: The first year after location, claims do not need any Assessment or Notice of Intention to Hold. After the first year all claims require one of the other unless exempt by law. This question is asked every year.

Mining Claims

Next Process: If yes 6.29; if no ask the same question next year.

Mining Claim Inputs:

- Case file

Outputs:

- Case file

Process No.: 6.29

Process Title: Notify claimants through MCAAR system.

Process Description:

Mining Claims

If assessment or a Notice is due and has not been received and entered into the system, BLM issues a form (3830-2) which can be returned and scanned into the system.

Next Process: 6.30

Mining Claim Inputs:

- Action Codes in Data Base

Outputs:

- MCAAR Form (3830-2)

Process No.: 6.30

Process Title: Assessment or Notice of Intention to Hold received?

Process Description:

Mining Claims

A determination is made if the annual document, Assessment, or Notice to maintain the claims has been received.

Next Process: If yes 6.31; if no 4.5.

Mining Claim Inputs:

- Evidence of Annual Assessment
- Notice of Intention to Hold

Outputs:

- Evidence of Annual Assessment
- Notice of Intention to Hold

Process No.: 6.31

Process Title: Acknowledge Receipt of Document

Process Description:

Mining Claims

The receipt of the assessment or notice is acknowledged back to claimant by computer-generated post card.

Next Process: 6.32

Mining Claim Inputs:

- Evidence of Annual Assessment
- Notice of Intention to Hold

Outputs:

- Acknowledgment post card

Process No.: 6.32

Process Title: As Assessment or Notice been entered?

Process Description:

Mining Claims

A determination is made if the Data Base has been updated with the proper action codes for Assessment work or Notice to Hold.

Next Process: If yes 6.28; if no 6.33.

Mining Claim Inputs:

- Evidence of Annual Assessment
- Notice of Intention to Hold

Outputs:

- Assessment report

Note: The process 6.28 to 6.32 is repeated every year.

Process No.: 6.33

Process Title: Enter Online or through Batch MCAAR.

Process Description:

Mining Claims

If the Data Base has not been updated, enter data through TP or update through the MCAAR system.

Next Process: 6.28

Mining Claim Inputs:

- Evidence of Annual Assessment
- Advice of Intention to Hold

Outputs:

- Updated Data Base

D.

Query Module

Presently, the system can be queried manually through the use of manual graphics (Master Title Plat, Use Plats, etc.), or through the use of the case recordation data base. The manual graphics system displays one township and range per plat page. Queries on more than one case are possible, assuming that more than one case exists on the selected plat. Queries on the case recordation system are possible only one case at a time. To call up a case from the data base, it is necessary to call the case up by its case number (see the Users Guide to ALMRS for further information).

Query and Management Reporting for Mining Claims

Queries are limited to existing online and batch report capabilities. Most adhoc type queries can be provided by running one or a combination of existing reports using parameter input

Query can be divided into interactive and batch. Interactive queries are performed as needed against the DMIV data base. They are presented on CRT screens or Serial Register Pages can be directed to a printer. All online queries are by Serial Number only. Interactive query is mainly at the State Office level, however, District and Area offices with CRT terminals have the same capabilities.

Batch query reports are normally run on an as needed basis. Most of these reports can be urn and printed by states through CRUNS (question and answer session which builds JCL parameters and starts the Job). Batch reports go directly against the integrated data base or against a sequential Master File created bimonthly.

Management Reports

The quarterly Mining Claim Status Report is the only scheduled management report, however, other reports are run upon request. Management reports are generally run by Denver Service Center staff.

Attached is a diagram of the automated Mining Claim System and a chart of queries and reports available.

MINING CLAIMS QUERY & REPORTS

<u>DESCRIPTION</u>	<u>BATCH OR INTERACTIVE</u>	<u>REQUESTED BY</u>	<u>RUN BY DSC AND</u>	<u>FREQUENCY RUN/YR</u>	<u>(# PAGES PER RUN) VOLUME</u>
Retrieve by Serial Number	I	ST	(TP)	330000	1 screen
Serial Register Page	I	ST	(TP)	900	
Serial Register Page	B	ST		52	0-100
Microfilm indices by State	B	ST		6	*50,000 com sheets
Serial Index, Geographic Index					
Claimant Index, Claim Name Index					
Name & Address Report	B	ST	ST	8	100-300
Missing Serial Num. Rpt.	B	ST	ST	60	1
Index's by County or District	B	ST, DIST.	ST, DIST.	36	50-300
Action Code Report	B	ST		100	25-150
Action Code Totals by ST, DIST, County	B	ST, DIST.	ST, DIST.	350	1
Missing Assessment Report	B	ST	ST	12	75-250
Postcards	B	ST		12	20,000
Index by Legal Description	B	DSC, ST	ST	30	1-250
Mailing Labels	B	ST		2	75
Geographic Table Report	B	ST, DSC	ST	12	50-100
Status Report	B	MGMT		4	1

* 1 Com sheet contains approximately 270 page images.

Management Information and Reporting

There are three primary types of management information and reporting:

1. Number of case actions per year. This involves the number of times a specific step in case processing has taken place, such as applications filed, authorization issued, etc. (manual).
 - A. Public Land Statistics is an example of this. Each District within a state compiles data which is then compiled by the state to achieve state totals. DSC put this data from each state together. The reports are compiled on Form 1274-16,17,17a (Lands and Minerals) and 1165-8,9,18,,33,35,63,67,68 (Lands) 8,28,31,60 (Minerals) 36,51,52,64 (Forest) 22,65,66 (Wildlife) 39,68 (Range) 64 (Respass) 69 (Survey). These manual reports are compiled annually only.
 - B. A report to Congress is required annually on rights-of-way issued under Section 28 of the Mineral Leasing Act. This reports on activity taking place in case processing on a calendar year. Districts send data to a State Office for compilation and transmittal to WO.
 - C. quarterly reports are required on Recreation and Public Purpose Act patent and Lease applications status. This information is reported by the District to the State Office/
 - D. Biweekly progress reports are used to report units of accomplishment. These reports submitted by Area Office and District Office as well as certain branches of the State Offices. These compile certain case processing steps completed. These units are identified in the Annual Work Plan as estimates to be performed. The progress report compile the units that actually were accomplished.
2. Sites or Land Area - These reports are usually as a result of an ad hoc management request. These are compiled from records such as the Master title Plats. It may involve acreage total for a specific type of use. They may be compiled as a result of case processing, but may be for other purposes or from other sources. These are not done on a regular basis, but would depend on a need by management. (Manual)
3. Case Type/Group Activity - These reports are ad hoc primarily form management information in relationship to program management. These also would depend on a need to know by management. The activity in a particular management area would have a direct bearing on the amount of reports generated. (Automated)

IV. DATA HANDLING/STORAGE REQUIREMENTS

FEDSIM requested that the Bureau determine, by character, the amount of data generated by the current system. Additionally, data was to be typed by input, output, and input-output. In some instances, we were able to comply with this request. In other instances, we had to give data amounts in page equivalents instead of character. All data has been typed input (I), output (O), input-output (I/O), and internally generated (Internal).

A. Case Processing Modules

1. Total Current Volume

A simple methodology was developed to determine the data amounts generated in case processing. We first defined what basic types existed in the current system. These case groups are described as follows:

- a. Miscellaneous - This case group includes a variety of case types. Warranty Deeds to U.S., sale of Bureau of Reclamation Lands, and Cadastral Survey are the primary types of cases in this group. There is a less than one percent utilization by this case group, and this percentage will not increase under the new ALMRS. Case categories are 00 and 91.
- b. Planning and Public Administration Procedures - This group covers cases involving Bureau Plans and Procedures for public administration of lands, including quit claim deeds used for conveyance by GSA (General Services Administration), payment in lieu of taxes, and recordable disclaimers. There is a less than one percent utilization by this case group, which will not change. Case categories are 16 and 18.
- c. Land Management - This group includes cases that involve the management of public lands. There are five primary case categories, as follows:
 - 1) Acquisition (21) - Acquisition of lands normally for access to public lands.
 - 2) Exchanges (22) - Used for exchanging public lands for private lands to facilitate management by BLM or another federal agency.
 - 3) Withdrawals (23) - Withdrawals are the means by which a federal agency is given jurisdiction over public lands to use for a specific purpose, such as National Parks, National Forests, etc. The withdrawal normally restricts other users.
 - 4) Classification (24) - The means used by the Bureau to determine and designate the most suitable use of a particular parcel of land.
 - 5) Trespass (92) - The means of identifying unauthorized use of public lands. These trespasses may be related to other case group activity and may result in authorization under those case groups.

Utilization of the current system is about five percent and should remain the same under the new ALMRS.

- d. Land Conveyance - This case group covers the cases established to convey public lands to non-federal agencies or to individuals. The case types included are homestead entries, desert land entries, Indian trusts and patents, color of title, mining claim occupancy, grants to the state and airport, and the direct sale of lands. Case categories are 25, 26 and 27. These cases utilize about five percent of the current system, which will probably increase to about ten percent under the new ALMRS.
- e. Land Use - Rights-of-way and land use leases make up this group. The case categories are 28 and 29. They utilize about 30% of the current system and will utilize about 35% of the new ALMRS.
- f. Oil, Gas and Geothermal Leasing - This case group covers the leasing of public minerals. Oil and gas are the primary case types with geothermal being a much smaller category. The categories are 30, 31, 32, and 33 and utilize about 35% of the current system. About 20% will be the utilization of the new ALMRS.
- g. Coal and Other Leasable Minerals - The leasing of coal and other minerals such as potash, sodium, sulphur, and potassium make up this case group. Ten percent of the current system is utilized by this case group, which should remain about the same. Case categories are 34 and 35.
- h. Mining Claims - This group covers mining claims which are currently automated under mining claim recordation. This group has the largest number of case files. However, very little processing is done on the case categories involved, which are 37 and 38.
- i. Locatable Minerals - This group includes the development of locatable minerals, such as sand and gravel and mineral material sales. The case category is 36 with a five percent utilization of both the current system and the new ALMRS.
- j. Resource Management - This group includes range management, forest management, outdoor recreation and wildlife, and recreation programs. Range management is automated under the RAMES program and will not utilize ALMRS more than the less than one percent it is currently utilizing.

We then used the following steps to determine data volumes by office by type:

- a. Determine all data elements in all cases (Table 4.1).
- b. Determine which data elements are contained in each case type (Table 4.2).
- c. Determine equivalent pages of data for each applicable data element (Table 4.2).
- d. Determine frequency of each applicable data element (Table 4.3).

- e. Determine which data elements are Input (I), Output (O), Input/Output (I/O), or Internal (Table 4.1).
- f. Determine number of cases by case type and State presently residing in the case processing system (Table 4.4).
- g. Determine percentage of each office's activity (within each state) by case type (Table 4.5).
- h. Determine number of pages by case type by office by type (I, O, I/O, Internal) (Tables 4.3, 4.4, 4.5).

An example of the methodology is described below:

For case type land use (letter e.), the team determined which data elements from Table 4.1 were applicable, as well as their frequency and type (I,I/O, O, Internal), resulting in Table 4.2. We then multiplied individual data elements by page equivalents and frequency. From this result, we aggregated all pages by type and developed Table 4.3. By multiplying the results of Table 4.3 by the number of cases in Land Use for Arizona, we were able to determine the total pages by type for Arizona. By multiplying total pages by the percent workload of each office, we were able to determine the total number of pages by office.

This methodology more accurately predicts volume (pages) than the use of high, medium, and low scenarios. However, caution must be used when working with the data. The accuracy of the data is questionable. Several reasons exist for the low confidence level of the data. Because reasonable worst case assumptions were used to determine the number of pages by data element and frequencies, the total page count will be overstated by 10-50%. The breakout of percent by office is based, in many cases, on experiential knowledge rather than on verifiable data. Additional errors are contained in Table 4.5 because none of the 18,000 plus calculations needed to create the enclosure were checked.

Each state will reflect a differing degree of case work done at the District and Area office level because each state has delegated a different mix of authority to its field offices. These delegations are discretionary actions by each State Director.

Table 4.1 lists all of the data items contained in any case, the estimated number of equivalent pages per item, the frequency of the item, and the data type. Data type is listed in the left hand column. "I" represents Input, "O" represents Output, I/O represents Input/Output, and a "blank" represents an internally generated document.

Table 4.2 lists each applicable data element by case type, data type, number of pages per element, and its frequency. Additionally, footnotes to the side of the frequency indicate special information about the particular data element.

Table 4.3 lists the number of pages by data type (column) and case type (row). Table 4.4 lists number of active cases by State (column) and case type (row).

Table 4.5 is a series of spreadsheets listing total pages by case type (column) by office (row) by data type (row) for each state. Subtotals of data types by office are listed in column 11, and the subtotal for all data types by office are located on the top line and are set off by a box. Because of a miscommunication, case type 8 was not rounded to the nearest 50 nor were the totals making the numbers appear more precise than they are. All the totals should have been rounded to the nearest thousand.

CASE PROCESSING INPUT/OUTPUT DATA (MANUAL SYSTEM) January 31, 1985

INPUT/ OUTPUT	NAME OF DATA - ITEM	DATA ITEM NUMBER	NUMBER OF PAGES PER CASE	LANDS OR MINERALS (L or M)	FREQ*
I	Money	1	1	L & M	4
I	Application (Form)	2	1	L & M	1
O	Accounting Advice (Form)	3	1	L & M	4
	Serial Register Page (Form)	4	2	L & M	15
	Master Title Plat (Map)	5	5	L & M	4
	Historical Index (Form)	6	-	L & M	3
	Tract Book	7	-	L & M (ESO)	4
	Plat Book	8	-	L & M (ESO)	4
	Microfilm (MTP, SRP, HI, Use Plat)	9	-	L & M	4
	Paper Copy (MTP, SRP, HI, Use Plat)	10	-	L & M	4
O	Letter (REQUEST ADDITIONAL INFO)	11	1	L & M	1
O	Rejection Decision (Letter)	12	2	L & M	1
	Mineral Report (Patent)	13	20	L & M	1
O	Mineral Decision	14	2	M	1
	Resource Evaluation (Rep)	15	20	L & M	1
	Environmental Assess. (EA) or Categorical Exclusion	16	50	L & M	1
	Environmental Impact Statement	17	300	L & M	1
	NEPA Decision (Letter)	18	1	L & M	1
O	Letter of Alternatives	19	3	L & M	1
O	Notice of Realty Action (NORA)	20	4	L	1
	DRR/FONSI Report	21	5	L & M	1
O	News Release and Publication(FR+legal)	22	2	L & M	2
I	Protest Letter/NORA	23	2	L	1
O	Protest Decision Letter	24	2	L	1
	Modified Resource Evaluation	25	20	L & M	1
O	Decision Dismissing Protest (Letter)	26	1	L	1
O	List of Sold or Unsold Properties (Letter)	27	2	L & M	2
O	Authorization Offer Letter (SIMO)	28	1	L & M	1
I	Applicant Letter of Acceptance	29	1	L & M	1
O	Authorization Issued (Legal Instrument)	30	10	L & M	1
I/O	Administrative Law Judge Decision (Letter)	31	3	L	1
O	IBLA Appeal Letter (BLM)	32	5	L	1
I/O	IBLA Appeal Letter (Applicant)	33	5	L & M	1
I/O	IBLA Decision Letter	34	3	L & M	1
O	BLM Management Decision (Letter)	35	3	L	1
	Use Plat	36	5	L & M	4
I	Applicant Appeal to Federal District Court (Letter)	37	20	L & M	1
I/O	Federal District Court Decision	38	10	L & M	1
I/O	Applicant Appeal to Federal Circuit Court (Letter)	39	20	L & M	1
I/O	Federal Circuit Court Decision	40	10	L & M	1
I/O	Applicant Appeal to Supreme Court (Letter)	41	20	L & M	1
I/O	Supreme Court Decision	42	20	L & M	1

* FREQ = Number of times data item is modified/accessed per case

INPUT/ OUTPUT	NAME OF DATA - ITEM	DATA ITEM NUMBER	NUMBER OF PAGES PER CASE	LANDS OR MINERALS (L or M)	FREQ*
	Mineral Survey Plats	43	10	L & M	1
	Cadastral Survey Plats	44	5	L & M	1
O	Easement Maps	45	5	L	1
O	Rental Receipts (Form)	46	1	L & M	10
I	Development Plan (Form)	47	50	L & M	1
I	Application Permit for BLM (APD) (Form)	48	2	M	1
I	Lease Amendment (Form)	49	2	L & M	1
O	Compliance Certificate (Letter)	50	1	L & M	50
O	Reinstatement Certificate (Form)	51	2	L & M	10
O	Notice of Noncompliance (Letter)	52	3	L & M	5
O	Production-Rejection Decision	54	2	M	1
	Not Assigned	53			
O	No Dollars--Rejection Decision	55	2	L & M	1
O	Reinst--Rejection Decision	56	2	L & M	1
O	Noncomp--Rejection Decision	57	2	L & M	1
I	Description of Proposal	58	10	L & M	1
I	Maps (Generic)	59	20	L & M	1
I	Response Letter from Applicant	60	3	L & M	2
	Mineral Report Related Resource Evaluation (RCS, etc.)	61	10	M	2
O	Letter Requiring EIS	62	2	L & M	1
I	Response Letter from Applicant on EIS	63	5	L & M	1
I	Letter of Approval for EIS	64	5	L & M	1
	Non-BLM Report Related	65	5	L	1
I	Sealed Bid Letter	66	2	L & M	25
I	Proof of Construction	67	5	L	1
I	Assignment Request	68	2	L & M	5
O	Assignment Decision	69	2	L & M	5
	Development Plan Alteration (Report)	70	50	L & M	1
	Mineral Production Reports	71	3	M	25
I	Asbuilt Construction Plans	72	5	L	1
I	Request for Authorization	73	2	L & M	1
I	Request for Title Transfer	74	3	L & M	1
I	Change in Terms and Condition	75	3	L & M	2
I	Competitive Sales Request	76	1	M	1
I	Exploration Bonds	77	2	M	1
I	Nationwide or Statewide Bonds	78	2	M	1
I	Exploration Plan	79	30	M	1
O	Plan of Operations - Decision	80	2	L & M	1
O	Signature Sheet	81	1	L & M	5
I	Royalty Reduction/Adjustment Request	82	2	M	2
I	Coal Modification Application/Request	83	5	M	2
O	Request for Offering	84	1	M	2
O	Termination List	85	3	M	1
O	Termination Notice	86	2	L & M	2
I	Notice of First Payment	87	2	M	1
I	Notice of Last Payment	88	2	M	1
O	Notice of Lease	89	2	L & M	2
	DOJ Clearance	90	2	L & M	1
	(Resource Recovery/Reclamation Plan)	91	30	M	1

* FREQ = Number of times modified/accessed per case

Table 4.1

INPUT/ OUTPUT	NAME OF DATA - ITEM	DATA ITEM NUMBER	NUMBER OF PAGE'S PER CASE	LANDS OR MINERALS (L or M)	FREQ*
O	Notice to Survey	92	2	L & M	1
O	Cancellation Decision	93	2	M	2
O	Patent Issued/Clear List Issued	94	3	L	1
	Memo (Doc) to Close Case	95	1	L & M	1
I/O	Testimony of BLM/Applicant	96	10	L & M	3
I	Individual Case Bond	97	2	L & M	1
I	Notice of Relinquishment	98	2	L & M	1
I	Bond Rider (Amendment)	99	2	L & M	3
O	Public Notification, e.g. Mailing	100	1	L & M	2
I	Hearing Request by Affected Party	101	3	L & M	1
I/O	BLM Hearing Request by Admin				
	Law Judge	102	10	L & M	1
	Reports Request Letter Form	103	1	L & M	4
	Reports (by SMA, DO, AO, FS, FWS, USGS)	104	3	L & M	4
	Request for Prelim Title Report	105	3	L & M	1
	Final Title Report	106	6	L & M	1
	Request for Final Title Report	107	3	L & M	1
	Prelim Title Report	108	5	L & M	1
I/O	Declaration of Taking	109	5	L	1
	Appraisal	110	15	L	2
	Solicitor's Opinion	111	20	L	1
	Site/Route Analysis	112	10	L	1
	Deed on Acquired Lands	113	3	L	1
I/O	Court Filing for Condemnation	114	30	L	1
	Bureau Motion, e.g. Sales, WSA	115	5	L	1
I/O	Congressional Approval	116	2	L	1
	Regional Coal Lease Doc.	117	150	M	1
O	Permit	118	1	L	1
	CDI Generated	119	5	L	1
O	Proposal to Congress	120	10	L	1
I	Congressional Response	121	5	L	1
O	Notice to Proceed	122	2	L & M	5
O	Suspension Order	123	2	L & M	5
O	Orders, Proclamations	124	10	L & M	1
O	Annual/Final Proofs	125	3	L & M	4
I	Amended Applications	126	10	L & M	1

* FREQ = Number of times data item is modified/accessed per case

Table 4.1

	Input or Output Item Number		Page Count by Item Number	FREQUENCY
1.	# 1	I	1	4
2.	# 2	I	1	1
3.	# 3	O	1	4
4.	# 11	O	1	1
5.	# 12	O	2	1
6.	# 16		50	1
7.	# 18		1	1
8.	# 30	O	10	1
9.	# 31	I/O	3	1 15
10.	# 32	O	5	1 15
11.	# 33	I/O	5	1 15
12.	# 34	I/O	3	1 15
13.	# 37	I	20	1 15
14.	# 38	I/O	10	1 15
15.	# 43		1	3 18
16.	# 44		5	3 15
17.	# 46	O	1	10
18.	# 52	O	3	5
19.	# 55	O	2	1
20.	# 58	I	5	1
21.	# 59	I	5	1
22.	# 81	O	1	1
23.	# 86	O	2	2
24.	# 97	I	2	1
25.	# 110		5	1
26.	# 118	O	1	1
27.	# 111		20	1 15
28.	# 5		5	4 (4)
29.	# 16		1	12
30.	# 7		1	
31.	# 8		1	
32.	# 119		5	1
33.				
34.				
35.				
36.				
37.				
38.				
39.				
40.				
41.				
42.				
43.				
44.				
45.				

I = 31 pages
O = 52 pages
I/O = 11 pages
Interval = 83 pages

	Input or Output Item Number		Page Count by Item Number	FREQUENCY
1.	#1	I	1	4
2.	#2	I	1	1
3.	#3	O	1	4
4.	#4		1	15 (1)
5.	#5		5	4
6.	#6		-	3 (8)
7.	#7		- ESO	4 (3)
8.	#8		- ESO	4 (3)
9.	#11	O	1	1
10.	#12	O	2	1
11.	#15		20	1
12.	#16		50	1
13.	#20	O	4	1
14.	#21		5	1
15.	#22	O	2	2
16.	#23	I	2	1
17.	#24	O	2	1
18.	#25		20	1
19.	#26	O	1	1
20.	#30	O	10	1
21.	#32	O	5	1 (4)
22.	#33	I/O	5	1 (4)
23.	#34	I/O	3	1 (4)
24.	#37	I	20	1 (4)
25.	#38	I/O	10	1 (4)
26.	#39	I/O	20	1 (4)
27.	#40	I/O	10	1 (4)
28.	#41	I/O	20	1 (4)
29.	#42	I/O	20	1 (4)
30.	#43		-	3 (2)
31.	#44		-	3 (2)
32.	#59	I	5	1
33.	#61		10	1
34.	#65		5	1
35.	#75	I	3	2
36.	#81	O	1	1
37.	#94	O	3	1
38.	#95		1	1
39.	#103		1	4
40.	#104		3	4
41.	#110		15	1
42.	#111		20	1
43.	#119		5	1
44.	#123	O	2	5
45.	#126	I	10	1

I = 48 pages

O = 42.05 pages

I/O = 1 page

Internal = 185 pages

Input or Output Item Number			Page Count by Item Number		FREQUENCY
1.	#1	I	1		4
2.	#2	T	1		1
3.	#3	O	1		4
4.	#4		2		15 14
5.	#5		5		4 12
6.	#6		1		3 12
7.	#7		- ESO		4 17
8.	#8		- ESO		4 17
9.	#11	O	1		1
10.	#12	O	2		1
11.	#15		20		1
12.	#16		50		1
13.	#17		300		1 14
14.	#18		1		1
15.	#19	O	3		1
16.	#20	O	4		1
17.	#21		5		1
18.	#22	O	5		2
19.	#23	I	2		1
20.	#24	O	2		1
21.	#25		20		1
22.	#26	O	1		1
23.	#30	O	10		1
24.	#31	I/O	3		1
25.	#32	O	5		1 14
26.	#33	I/O	5		1 14
27.	#34	I/O	3		1 14
28.	#35	O	3		1 14
29.	#37	I	20		1 14
30.	#38	I/O	10		1 14
31.	#39	I/O	20		1 14
32.	#40	I/O	10		1 14
33.	#41	I/O	20		1 14
34.	#42	I/O	20		1 14
35.	#43		1		2 14
36.	#44		1		7 13
37.	#45	O	5		1
38.	#47	I	50		1
39.	#50	O	1		1
40.	#51	O	2		1
41.	#52	O	3		1
42.	#57	O	2		1
43.	#58	I	10		1
44.	#59	I	20		1
45.	#60	I	3		2
46.	#61		10		1
47.	#62	O	2		1 14
48.	#63	I	5		1 14
49.	#64	I	5		1 14
50.	#65		5		1
51.	#70		50		1
52.	#72	I	5		1
53.	#74	I	3		1
54.	#75	I	3		1

Input or Output Item Number			Page Count by Item Number	FREQUENCY
56 F.	#81	0	1	5
572.	#86	0	2	2
583.	#94	0	3	1
594.	#95		1	1
605.	#96	I/O	10	3 14
616.	#97	I	2	1
627.	#100	0	1	2
638.	#101	I	3	1 14
649.	#102	I/O	10	1 14
6510.	#103		1	4
6611.	#104		3	4
6712.	#105		2	1
6813.	#106		6	1
6914.	#107		3	1
7015.	#108		5	1
7116.	#110		15	2
7217.	#111		20	1
7318.	#112		10	1
7419.	#113	I	3	1
7520.	#114	I/O	30	1
7621.	#109	I/O	5	1
7722.	#115	I/O	5	1
7823.	#119		5	1
7924.	#120	0	10	1
8025.	#121	I	5	1
26.	#122	0	2	5
27.	#123	0	2	5
28.	#124	0	10	1
29.	#126	I	10	1
30.				
31.				
32.				
33.				
34.				
35.				
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37.				
38.				
39.				
40.				
41.				
42.				
43.				
44.				
45.				

I = 124.54 pages

O = 106.09 pages

I/O = 44.28 pages

Internal 267.0 pages

	Input or Output Item Number		Page Count by Item Number	FREQUENCY
1.	#1	I	1	4
2.	#2	I	1	1
3.	#3	O	1	4
4.	#4		2	15(1)
5.	#5		5	4
6.	#6		-	3(2)
7.	#7		- ESO	4 17
8.	#8		- ESO	4 17
9.	#11	O	1	1
10.	#12	O	2	1
11.	#15		20	1
12.	#16		50	1
13.	#20	O	4	1
14.	#21		5	1
15.	#22	O	2	2
16.	#23	I	2	1
17.	#24	O	2	1
18.	#25	O	20	1
19.	#26	O	1	1
20.	#27	O	2	2
21.	#30	O	10	1
22.	#31	I/O	3	1(4)
23.	#32	O	5	1(4)
24.	#33	I/O	5	1(4)
25.	#34	I/O	2	1(4)
26.	#35	I/O	3	1(4)
27.	#37	I/O	20	1(4)
28.	#38	I/O	10	1(4)
29.	#39	I/O	20	1(4)
30.	#40	I/O	10	1(4)
31.	#41	I/O	20	1(4)
32.	#42	I/O	20	1(4)
33.	#43		-	1(4)
34.	#44		-	1(4)
35.	#55	O	2	1
36.	#55	I	10	1
37.	#61	O	10	1
38.	#65	I	5	1
39.	#73	I	2	1
40.	#74	I	3	1
41.	#75	I	3	2
42.	#81	O	1	5
43.	#90		2	1
44.	#92	O	2	1
45.	#93	O	2	2
46.	#94	O	3	1
47.	#95		1	1
48.	#96	I/O	10	3(4)
49.	#100	O	1	2
50.	#101	I	3	1(4)
51.	#102	I/O	10	1(4)
52.	#103		1	4
53.	#104		3	4
54.	#110		15	2
55.	#111			

	Input or Output Item Number	Page Count by Item Number	FREQUENCY
56 I.	# 115	5	1
57 2.	# 119 0	5	1
3.	# 116 I/O	2	1
4.	# 124 0	10	1
5.	# 125 I	3	4
6.	# 126 I	10	1
7.			
8.			
9.			
10.			
11.			
12.			
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38.			
39.			
40.			
41.			
42.			
43.			
44.			
45.			

I = 55.08 pages

O = 94.05 pages

I/O = 3.34 pages

Interval = 171 pages

Input or Output Item Number			Page Count by Item Number	FREQUENCY
1.	#1	I	1	4
2.	#2	I	1	1
3.	#3	O	1	4
4.	#4		2	15(1)
5.	#5		5	4
6.	#6		-	3(8)
7.	#7		- ESO	4(2)
8.	#8		- ESO	4(2)
9.	#11	O	1	1
10.	#12	O	2	1
11.	#15		20	1
12.	#16		50	1
13.	#17		300	1(4)
14.	#18		1	1
15.	#19	O	3	1
16.	#20	O	4	1
17.	#21		5	1
18.	#22	O	2	2
19.	#23	I	2	1
20.	#24	O	2	1
21.	#25		20	1
22.	#26	O	1	1
23.	#29	I	1	1
24.	#30	O	10	1
25.	#32	O	5	1(10)
26.	#33	I/O	5	1(10)
27.	#34	I/O	3	1(10)
28.	#37	I	20	1(10)
29.	#38	I/O	10	1(10)
30.	#39	I/O	20	1(10)
31.	#40	I/O	10	1(10)
32.	#41	I/O	20	1(10)
33.	#42	I/O	20	1(10)
34.	#43		-	3(8)
35.	#44		-	3(8)
36.	#46	O	1	10
37.	#47	I	50	1
38.	#49	I	2	1
39.	#50	O	1	50
40.	#51	O	2	10
41.	#52	O	3	5
42.	#55	O	2	1
43.	#56	O	2	1
44.	#57	O	2	1
45.	#58	I	10	1
46.	#59	I	20	1
47.	#60	I	3	2
48.	#62	I/O	2	1(4)
49.	#63	I	5	1(4)
50.	#64	I	5	1(4)
51.	#65		5	1
52.	#67	I	5	1
53.	#68	I	2	5
54.	#69	O	2	5

	Input or Output Item Number		Page Count by Item Number	FREQUENCY
56F.	#72	I	20	1
572.	#75	I	3	2
583.	#80	O	2	1
594.	#81	O	1	5
605.	#86	O	2	2 (11)
618.	#89	O	2	2
627.	#93	O	2	2 (11)
638.	#95	I	1	1
649.	#96	I/O	10	3
6520.	#97	I	2	1
6611.	#98	I	2	1 (11)
6712.	#99	I	2	3
6813.	#100	O	1	2 (4)
6914.	#101	I	3	1 (4)
7015.	#102	I/O	10	1 (4)
7116.	#103		1	4
7217.	#104		3	4
7318.	#110		15	2
7419.	#111		20	1 (4)
7520.	#112		10	1
7621.	#115	I/O	2	1 (4)
7722.	#118	O	1	1
7823.	#119		5	1
7924.	#122	O	2	5
8025.	#123	O	2	5
26.	#126	I	10	13
27.				
28.				
29.				
30.				
31.				
32.				
33.				
34.				
35.				
36.				
37.				
38.				
39.				
40.				
41.				
42.				
43.				
44.				
45.				

I = 176.2 pages

O = 176.7 pages

I/O = 32.0 pages

Interval = 222.5 pages

	Input or Output Item Number		Page Count by Item Number	FREQUENCY
1.	#1	I	1	4
2.	#2	I	1	1
3.	#3	O	1	4
4.	#4		2	1(1)
5.	#26		5	4
6.	#6		-	1(8)
7.	#7		(3) ESO	4
8.	#8		(3) ESO	4
9.	#11	A	1	1
10.	#12	O	2	1
11.	#15		20	1
12.	#16		50	1
13.	#18		1	1
14.	#21		5	1
15.	#22	O	2	2
16.	#28	O	1	1
17.	#29	I	1	1
18.	#30	O	10	1
19.	#33	I/O	5	1(10)
20.	#34	I/O	3	1(10)
21.	#37	I	20	1(10)
22.	#38	I/O	10	1(10)
23.	#39	I/O	20	1(10)
24.	#40	I/O	10	1(10)
25.	#41	I/O	20	1(10)
26.	#42	I/O	20	1(10)
27.	#46	O	1	10
28.	#47	I	50	1(2)
29.	#48	I	2	1
30.	#49	I	2	1
31.	#50	O	1	50
32.	#51	O	2	10
33.	#52	O	3	5
34.	#54	O	2	1
35.	#55	O	2	1
36.	#56	O	2	1
37.	#57	O	2	1
38.	#59	I	5	1(14)
39.	#61		10	1
40.	#66	I	2	25
41.	#68	I	2	5
42.	#69	O	2	5
43.	#70		50	1(8)
44.	#71		3	25
45.	#75	I	3	2
46.	#76	I	1	1
47.	#77	I	2	1
48.	#78	I	2	1(13)
49.	#79	I	30	1(12)
50.	#80	O	2	1(12)
51.	#81	O	1	5
52.	#82	I	2	2(14)
53.	#84	O	1	2
54.	#85	O	3	1
55.	#86	O	2	2(11)
56.	#87	I	2	1(14)
57.	#88	I	2	

	Input or Output Item Number		Page Count by Item Number	FREQUENCY
59 I.	#93	0	2	2 (11)
60 I.	#95		1	1
61 I.	#96	I/O	10	3 (10)
62 I.	#97	I	2	1 (14)
63 I.	#98	I	2	1 (11)
64 I.	#99	I	2	3
65 I.	#100	0	1	2
66 I.	#103		1	4
67 I.	#104		3	4
10.	#111		20	1 (10)
11.	#118	0	1	1
12.	#122	0	2	5
13.	#123	0	2	5
14.	#126	I	10	1
15.				
16.				
17.				
18.				
19.				
20.				
21.				
22.				
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38.				
39.				
40.				
41.				
42.				
43.				
44.				
45.				

I = 101.7 pages

O = 174 pages

I/O = 2.2 pages

Internal = 214 pages

Input or Output Item Number			Page Count by Item Number	FREQUENCY
1.	# 1	I	1	4
2.	# 2	I	1	1
3.	# 3	O	1	4
4.	# 4		2	15 (1)
5.	# 6		—	3 (8)
6.	# 7		— ESO	4 (3)
7.	# 8		— ESO	4 (3)
8.	# 11	O	1	1
9.	# 12	O	2	1
10.	# 15		20	1
11.	# 16		50	1
12.	# 17		300	1 (15)
13.	# 18		1	1
14.	# 19	O	3	1
15.	# 21		5	1
16.	# 22	O	10	2
17.	# 25		20	1
18.	# 30	O	10	1
19.	# 32	O	5	1 (12)
20.	# 33	I/O	5	1 (12)
21.	# 34	I/O	3	1 (12)
22.	# 36		5	4
23.	# 37	I	20	1 (12)
24.	# 38	I/O	10	1 (12)
25.	# 39	I/O	20	1 (12)
26.	# 40	I/O	10	1 (12)
27.	# 41	I/O	20	1 (14)
28.	# 42	I/O	20	1 (14)
29.	# 43		—	1 (8)
30.	# 44		5	1 (8)
31.	# 46	O	1	10
32.	# 47	I	200	1
33.	# 49	I	2	1
34.	# 50	O	1	50
35.	# 51	O	2	10
36.	# 52	O	3	5
37.	# 54	O	2	1
38.	# 55	O	2	1
39.	# 56	O	2	1
40.	# 57	O	2	1
41.	# 58	I	10	1
42.	# 59	I	20	1
43.	# 61		10	1
44.	# 62	O	2	1 (15)
45.	# 63	I	5	1 (15)
46.	# 64	I	5	1 (15)
47.	# 66	I	2	25
48.	# 68	I	2	5
49.	# 69	O	2	5
50.	# 70		50	1
51.	# 71		3	25
52.	# 75	I	3	2
53.	# 76	I	1	1
54.	# 77	I	2	1

Table 4.2

	Input or Output Item Number		Page Count by Item Number	FREQUENCY
56 F.	#80	0	2	1
57 F.	#81	0	1	5
58 F.	#82	I	2	2
59 F.	#83	I	5	2
60 F.	#86	0	2	2 (11)
61 F.	#87	I	2	1
62 F.	#88	I	2	1
63 F.	#89	0	2	2
64 F.	#91		30	1
65 F.	#92	0	2	1
67 F.	#93	0	2	2 (11)
68 F.	#95		1	1
69 F.	#96	I/0	10	3 (12)
70 F.	#97	I	2	1
71 F.	#98	I	2	1 (11)
72 F.	#99	I	2	3
73 F.	#100	0	1	2
74 F.	#101	I	3	1
75 F.	#104		20	4
76 F.	#102		10	1
77 F.	#103		1	4
78 F.	#117		150	1
79 F.	#118	0	1	1
80 F.	#119		5	1
81 F.	#122	0	2	5
82 F.	#123	0	2	5
83 F.	#126	I	10	1
84 F.				
85 F.				
30.				
31.				
32.				
33.				
34.				
35.				
36.				
37.				
38.				
39.				
40.				
41.				
42.				
43.				
44.				
45.				

I = 380.66 pages
 O = 189.44 pages
 I/O = 12.43 pages
 Internal 561.0 pages

Input or Output Item Number			Page Count by Item Number		FREQ
1.	# 1	I	1	4	
2.	# 2	I	1	1	
3.	# 3	O	1	10	
4.	# 4		2	15 (1)	
5.	# 5		5	4 (8)	
6.	# 6		—	3 (8)	
7.	# 7		— ESO	4 (7)	
8.	# 8		— ESO	4 (7)	
9.	# 11	O	1	1	
10.	# 12	O	2	1	
11.	# 15		20	1	
12.	# 16		50	1	
13.	# 20	O	4	1	
14.	# 21		5	1	
15.	# 22	O	2	2	
16.	# 23	I	2	1	
17.	# 24	O	2	1	
18.	# 25		20	1	
19.	# 26	O	1	1	
20.	# 27	O	2	2	
21.	# 30	O	10	1	
22.	# 32	O	5	1 (4)	
23.	# 33	I/O	5	1 (4)	
24.	# 34	I/O	3	1 (4)	
25.	# 35	O	3	1 (4)	
26.	# 37	I	20	1 (4)	
27.	# 38	I/O	10	1 (4)	
28.	# 39	I/O	20	1 (4)	
29.	# 40	I/O	10	1 (4)	
30.	# 41	I/O	20	1 (4)	
31.	# 42	I/O	20	1 (4)	
32.	# 43		—	1 (9)	
33.	# 44		—	1 (9)	
34.	# 46	O	1	1	
35.	# 47	I	1	1	
36.	# 50	O	1	1	
37.	# 51	O	2	1	
38.	# 52	O	3	1	
39.	# 55	O	2	1	
40.	# 56	O	2	1	
41.	# 57	O	2	1	
42.	# 58	I	10	1	
43.	# 59	I	5	1	
44.	# 61		10	1	
45.	# 65		5	1	
46.	# 68	I	2	5	
47.	# 69	O	2	5	
48.	# 70		50	1	
49.	# 71		3	25	
50.	# 75	I	3	2	
51.	# 80	O	2	1	
52.	# 81	O	1	5	
53.	# 86	O	2	2	

Table 4.2

SYSTEM

MODULE

CASE GROUP NUMBER

9

Input or Output Item Number			Page Count by Item Number	
1.	# 87	I	2	1
2.	# 88	I	2	1
3.	# 89	O	2	2
4.	# 95		1	1
5.	# 96	I/O	10	3
6.	# 97	I	2	1
7.	# 98	I	2	1
8.	# 99	I	2	3
9.	# 100	O	1	2
10.	# 101	I	1	1 (4)
11.	# 102	I/O	10	1 (4)
12.	# 110		15	2
13.	# 111		20	1
14.	# 112		10	1
15.	# 115		5	1
16.	# 118	O	1	1
17.	# 119		5	1
18.	# 122	O	2	5
19.	# 123	O	2	5
20.	# 126	I	10	1
21.				
22.				
23.				
24.				
25.				
26.				
27.				
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37.				
38.				
39.				
40.				
41.				
42.				
43.				
44.				
45.				

I = 63. pages

O = 99. pages

I/O = 31 pages

Internal = 313 pages



Input or Output Item Number			Page Count by Item Number	FREQUENCY
1.	#1	I	1	4
2.	#2	I	1	1
3.	#3	O	1	4
4.	#4		2	15 (1)
5.	#5		5	4 (8)
6.	#6		-	3 (8)
7.	#7		- ESO	4 (7)
8.	#8		- ESO	4 (7)
9.	#11	O	1	1
10.	#12	O	2	1
11.	#15		20	1
12.	#16		50	1
13.	#17		300	70 (7)
14.	#18		1	1
15.	#20	O	4	1
16.	#21		5	1
17.	#22	O	2	2
18.	#23	I	2	1
19.	#24	O	2	1
20.	#25		20	1
21.	#26	O	1	1
22.	#30	O	10	1
23.	#32	O	5	1 (4)
24.	#33	I/O	5	1 (4)
25.	#34	I/O	3	1 (4)
26.	#35	O	3	1 (4)
27.	#36		5	4
28.	#37	I	20	1 (4)
29.	#38	I/O	10	1 (4)
30.	#39	I/O	20	1 (4)
31.	#40	I/O	10	1 (4)
32.	#41	I/O	20	1 (4)
33.	#42	I/O	20	1 (4)
34.	#43		-	1 (9)
35.	#44		-	1 (9)
36.	#46	O	1	1
37.	#50	O	1	1
38.	#52	O	3	1
39.	#55	O	2	1
40.	#57	O	2	1
41.	#58	I	10	1
42.	#59	I	5	1
43.	#61		10	1
44.	#65		5	1
45.	#75	I	3	2
46.	#80	I	2	1
47.	#81	O	1	5
48.	#86	O	2	2
49.	#92	O	2	1
50.	#95		1	1
51.	#96	I/O	10	1
52.	#97	I	2	1
53.	#99	I	2	3
54.	#100	O	1	2

Table 4.2

Input or Output Item Number			Page Count by Item Number		F200
1.	#101	I	3	1	(4)
2.	#102	I/O	10	1	(4)
3.	#103		1	4	(4)
4.	#104		3	4	(4)
5.	#110		15	2	
6.	#111		20	1	
7.	#112		10	1	
8.	#115	30	5	1	
9.	#118	0	1	1	
10.	#119		5	1	(4)
11.	#120	0	10	1	(4)
12.	#121	I	5	1	(4)
13.	#124	0	10	1	
14.					
15.					
16.					
17.					
18.					
19.					
20.					
21.					
22.					
23.					
24.					
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35.					
36.					
37.					
38.					
39.					
40.					
41.					
42.					
43.					
44.					
45.					

I = 38.3 pages

O = 61.2 pages

I/O = 1.1 pages

internal 231.2 pages

FOOTNOTES FOR CASE GROUP PAGE COUNT

- ¹ Fifteen accesses; 1 or 2 pages generated.
- ² Four accesses; no pages generated (does not include ESO)
- ³ Four accesses; 2 pages generated
- ⁴ Applicable to less than 1% of the cases
- ⁵ Trespass only; 50% of cases
- ⁶ Four accesses; 1 Master Title Plat generated (except ESO)
- ⁷ Four accesses; (only ESO); no pages generated
- ⁸ Three accesses; no pages generated (does not include ESO)
- ⁹ Two accesses; no pages generated
- ¹⁰ Applicable to less than 2% of cases
- ¹¹ Only 33% of case type
- ¹² Only 5% of case type need documentation
- ¹³ One bond can cover 50 cases
- ¹⁴ Only applicable to 20% of case type
- ¹⁵ Less than 10% of cases
- ¹⁶ Three accesses; 2 pages generated (except ESO)
- ¹⁷ Seventy EISs for WSAs

AVERAGE NUMBER OF PAGES BY CASE TYPE

CASE TYPE	INPUT	OUTPUT	I/O	INTERNAL	TOTAL
1	31	52	11	83	177
2	48	42.05	1	185	276.05
3	124.54	106.09	44.28	267	541.91
4	55.08	94.05	3.34	171	323.47
5	176.2	176.7	32	222.5	607.4
6	101.7	174	2.2	214	491.9
7	380.66	189.44	12.43	561	1,143.53
8	3	1	1	21	6
9	63	99	31	313	506
10	38.3	61.2	1.1	231.2	331.8

TOTAL NUMBER OF PAGES BY CASE TYPE

CASE TYPE	TOTAL CASES	AVERAGE NUMBER OF PAGES	TOTAL PAGES
1	732	177	129,564
2	90	276.05	24,845
3	3,587	541.91	1,943,832
4	9,012	323.47	2,915,111
5	38,320	607.4	23,275,568
6	150,184	491.9	73,875,510
7	2,492	1,143.53	2,849,677
8	1,832,468	6	10,994,808
9	456	506	230,736
10	259	331.8	85,936
TOTAL	2,037,600	4,405.06	116,325,587

Average Pages
Per Case 57.1

Case Count by State by Case Group Type

	Case Types	Arizona Current	Total	California Current	Total	Colorado Current	Total
1.	00,91,temporary permits, no count misc, trespass	3	3	1	1	36	36
2.	Public Administration 16,18	5	5	12	14	11	11
3.	Land Management & Adjustments	162	162	188	241	281	336
4.	21,22,23,24,92 Land Conveyance 25,26,27	170	185	662	850	144	168
5.	Land Use R/W, easements, Leases Permits 28,29	462	479	2788	2860	1407	1443
6.	Oil, gas and geo- thermal 30,31,32,33	1970	2248	4161	4693	10462	10912
7.	Coal and Other Lease- ables 34,35	10	15	62	102	124	133
8.	Locatable 37,38	9184 227350		157247		207245	
9.	Soliable	13	13	8	8	0	1
10.	36 Renewable Resource Permits 40,47,50,60,80,81 82,83,85	2	2	16	16		

Table 4.4

		Idaho Current	Total	Montana Current	Total	Nevada Current	Total
1.		24	24	29	29	1	1
				7	8	7	7
2.		308	324	421	479	112	113
3.		1276	1304	634	1155	1547	2468
4.		1927	1957	1499	1520	1122	1144
5.		2820	3514	16803	19634	7983	8963
6.		196	228	79	104	63	83
7.		96445		110382		319192	
8.		3	3	13	13	12	12
9.		39	39	0	0	2	2
		New Mexico Current	Total	Oregon Current	Total	Utah Current	Total
1.		392	392	14	15	48	48
2.		15	15	28	26	2	2
3.		167	190	418	458	657	686
4.		720	791	286	292	549	571
5.		15348	15807	1945	1982	3611	3692
6.		21838	24372	4154	11075	15649	16665
7.		335	393	16	25	466	536
8.		130278		77191		279655	
9.		6	15	61	61	23	26
10.	1	1	1	1	1	3	4

		Wyoming Current	Total	ESO Current	Total	
1.		179	181	2	2	
2.		0	0	2	2	
3.		572	518	73	80	
4.		879	800	292	428	
5.		7033	7402	24	34	
6.		36158	35907	10617	12201	
7.		298	399	385	474	
8.		227483		2133		
9.		255	304	0	0	
10		190	194	0	0	

LOCAL PAGES GENERATED BY CASE-TYPE BY OFFICE

Table 4.5

A2	Total	Misc	PA	Registration	Conversion	Sanfillsc	Out	Landable	Locatable	Estimable	Resource	
5.0.	2,821,000	3	5	162	170	462	1770	10	227350	13	2	
I/O		30	30	30	2800	24,400	30	90	30	30	30	340640
I/O		100	150	6,050	4,800	24,500	60,100	3400	204615	250	50	301915
I/O		100	150	5,150	4,800	24,500	102,850	1700	68205	400	100	207455
I/O		50	50	2,150	150	4,450	1,300	150	68205	150	-	76655
I/O		150	400	13,000	8,700	30,850	120,500	5,000	68205	1200	150	254155
A2 Strip		1	1	1	2	1	5	1	4	1	1	108664
I/O		1	1	200	200	800	10,000	1	27282	1	1	34482
I/O		1	1	150	300	800	17,150	1	9094	1	1	27494
I/O		1	1	50	1	150	200	1	9094	1	1	7494
I/O		1	1	450	600	1050	22,000	1	9094	1	1	33194
Vermilion		2	2	2	2	2	5	1	4	2	2	112364
I/O		2	2	400	200	1650	10,000	1	27282	2	2	27532
I/O		2	2	300	300	1650	17,150	1	9094	2	2	28494
I/O		2	2	150	1	300	200	1	9094	2	2	9744
I/O		2	2	850	600	2050	23,000	1	9094	2	2	34594
Shivuts		2	2	2	1	2	5	1	4	2	2	111814
I/O		2	2	400	100	1650	10,000	1	27282	2	2	27432
I/O		2	2	300	150	1650	17,150	1	9094	2	2	28344
I/O		2	2	150	1	300	200	1	9094	2	2	9744
I/O		2	2	850	300	2050	23,000	1	9094	2	2	34294
Phoenix		10	10	10	10	10	5	10	10	10	10	236060
I/O		10	10	2,000	1,000	8,000	10,000	400	68205	100	10	89705
I/O		10	10	1,500	1,600	8,000	17,150	200	22735	150	10	51335
I/O		10	10	700	150	1,500	200	1	22735	50	10	25335
I/O		10	10	4350	3,000	10,500	22,000	550	22735	400	50	65635
Lower Gila		10	10	10	5	10	15	1	7	10	10	291086
I/O		10	10	2,000	500	8,000	30,050	1	47744	100	10	99394
I/O		10	10	1,500	300	8,000	51,400	1	15914	150	10	77764
I/O		10	10	700	50	1,500	650	1	15914	50	10	19864
I/O		10	10	4350	1,500	10,500	63,250	1	15914	400	50	96064
Phoenix		15	15	15	15	15	6	1	6	15	15	192446
I/O		15	15	3,000	800	12,200	10,000	1	40923	150	15	67123
I/O		15	15	2,500	1,300	12,200	17,150	1	13641	250	15	47091
I/O		15	15	1,100	100	2,200	200	1	13641	100	15	17341
I/O		15	15	6,500	2,300	15,400	22,900	1	13641	400	100	60911
KINGMAN		15	15	15	15	15	10	1	7	15	15	253086
I/O		15	15	3,000	700	12,200	30,000	1	47744	150	15	85394
I/O		15	15	2,500	1,100	12,200	34,300	1	15914	250	15	66314
I/O		15	15	1,100	100	2,200	450	1	15914	100	15	19764
I/O		15	15	6,500	2,950	15,400	42,150	1	15914	400	100	83064
Yuma		100	100	100	100	100	1	1	3	100	100	60923
I/O		100	100	400	500	1650	2,000	1	20162	1	100	25012
I/O		100	100	300	200	1650	3,450	1	6820	1	100	13020
I/O		100	100	150	50	300	50	1	6820	1	100	7370
I/O		100	100	850	1,500	2,950	4,200	1	6820	1	100	15420

Table 4.5

Wise	PA	Acquisition	Conversion	Spent	Cost	Revenue	Profit
YUMA %	2	400	5	2	3	2	107506
I/O	1	300	800	1650	6000	1	42652
Internal	1	150	50	300	10300	1	24418
HAVASU %	2	850	1500	2050	12650	2	12018
I/O	1	400	500	2	2000	5	28118
Internal	1	300	1900	1650	3450	1	126056
ST. NORD %	3	350	1500	3050	42150	1	38652
I/O	1	600	600	2450	10000	1	17568
Internal	1	450	950	2450	11150	1	11368
SAN SIMON %	4	1300	1750	3100	22000	4	11368
I/O	1	800	700	3250	10000	1	34102
Internal	1	600	1100	3250	17150	1	11368
BILA %	2	1750	2050	4100	23000	2	11368
I/O	1	200	700	1650	10000	1	12032
Internal	1	300	1100	1650	17150	1	31174
	2	850	2050	2050	23000	2	10244
	1	200	700	1650	10000	1	38974
	1	300	1100	1650	17150	1	142246
	2	850	2050	2050	23000	2	53473
	1	200	700	1650	10000	1	33841
	1	300	1100	1650	17150	1	14341
	2	850	2050	2050	23000	2	40571
						Grand Total	2821200

Table 4.5

CA	In 1770 5532,000	Wise	PA	Acquisition 241	Conveyance 850	Sandhill 2860	OTC 4093	Grasslands 102	Locusts 157,247	Salvage 8	Reserve 16
SO	% I O I/O Internal	-	-	10 300 2550 1050 6450	6 2800 4800 160 8700	-	20 95400 163400 2050 200800	10 3100 1950 150 5700	10 4714 15725 15725 15205	-	-
Bakersfield	% I O I/O Internal	-	-	2 1000 500 200 1300	2 950 1600 - 2700	-	15 11550 122550 1550 150600	-	7 33022 11007 11007 11007	7	7
Bishop	% I O I/O Internal	-	-	5 1500 1300 550 3200	4 1900 3200 - 4800	35300 35300 6400 44500	-	10 3900 1950 150 5700	4 18670 6290 6290 6290	7 50 50 200	7 50 50 250
Falcon	% I O I/O Internal	-	-	5 1500 1300 550 3200	4 1900 3200 - 4800	35300 35300 6400 44500	-	10 3900 1950 150 5700	4 18670 6290 6290 6290	7 50 50 200	7 50 50 250
Valiente	% I O I/O Internal	-	-	5 1500 1300 550 3200	4 1900 3200 - 4800	35300 35300 6400 44500	-	10 3900 1950 150 5700	4 18670 6290 6290 6290	7 50 50 200	7 50 50 250
Abelster	% I O I/O Internal	-	-	5 1500 1300 550 3200	4 1900 3200 - 4800	35300 35300 6400 44500	-	10 3900 1950 150 5700	4 18670 6290 6290 6290	7 50 50 200	7 50 50 250
Sussumville	% I O I/O Internal	-	-	5 1500 1300 550 3200	4 1900 3200 - 4800	35300 35300 6400 44500	-	10 3900 1950 150 5700	4 18670 6290 6290 6290	7 50 50 200	7 50 50 250
Eagle Lake	% I O I/O Internal	-	-	5 1500 1300 550 3200	4 1900 3200 - 4800	35300 35300 6400 44500	-	10 3900 1950 150 5700	4 18670 6290 6290 6290	7 50 50 200	7 50 50 250
Surprise	% I O I/O Internal	-	-	5 1500 1300 550 3200	4 1900 3200 - 4800	35300 35300 6400 44500	-	10 3900 1950 150 5700	4 18670 6290 6290 6290	7 50 50 200	7 50 50 250

Table 4.5

CA	Misc	PA	Requirement	Conveyance	Land Use	OTC	Seas. Use	Docable	Soluble	Passover
Alturas	I/O	3	600	2800	15,100	-	-	2	3	3
	I/O	-	500	4800	15,100	-	-	9435	-	-
	I/O	-	300	-	2,750	-	-	3145	-	-
	Internal	100	1300	8700	19,100	-	-	3145	100	100
Upkwa	I/O	10	4	950	50,400	10	10	4	10	10
	I/O	50	2400	1600	50,400	47,700	3700	18870	50	50
	I/O	50	2050	1600	9,150	81,700	1950	6290	100	100
	Internal	250	5150	2900	63,600	1,050	5700	6290	50	-
Arandia	I/O	3	15	10	15,100	-	-	4	350	350
	I/O	-	4500	4700	15,100	-	-	18870	-	-
	I/O	-	3850	8000	15,100	-	-	6290	-	-
	Internal	-	1600	50	2,750	-	-	6290	-	-
Ridding	I/O	100	9150	14550	19,100	-	-	6290	100	100
	I/O	10	5	6	10	-	10	7	10	10
	I/O	50	1500	280	50,400	-	3900	33022	50	50
	Internal	50	1300	4300	50,400	-	1950	11007	100	100
Clear Lake	I/O	350	550	-	9150	-	5700	11007	50	-
	I/O	-	3200	8700	63,600	-	-	11007	250	350
	I/O	3	5	11	15,100	15	10	4	3	3
	Internal	-	1500	1900	15,100	71,550	3900	18870	-	-
California Based	I/O	100	1300	3200	15,100	122,550	1950	6290	-	-
	I/O	50	550	-	2,750	1,550	1,500	6290	-	-
	I/O	-	3200	4300	19,100	150,600	5700	6290	100	100
	Internal	350	1500	1900	45,350	23,850	10	8	9	9
Pudgerest	I/O	50	1300	3200	15,350	40,850	3900	37739	50	50
	I/O	-	550	-	8,350	500	1950	12580	100	100
	I/O	-	3200	4300	57,350	50,200	5700	12580	50	-
	Internal	150	3200	4300	38,150	-	5700	12580	200	350
El Centro	I/O	4	5	6	30,250	15	10	5	4	4
	I/O	50	1500	2800	20,150	71,550	3900	23587	-	-
	I/O	-	1300	4800	20,150	122,550	1950	7862	50	50
	Internal	100	550	-	3,650	1,550	150	7862	-	-
Kinstow	I/O	4	3200	-	25,450	150,600	5700	7862	150	150
	I/O	50	1500	2800	20,150	-	1950	23587	4	4
	I/O	-	1300	4800	20,150	71,550	3900	7862	-	-
	Internal	100	550	-	3,650	1,550	150	7862	-	-
	I/O	4	3200	-	25,450	150,600	5700	7862	150	150
	I/O	50	1500	2800	20,150	-	1950	23587	4	4
	I/O	-	1300	4800	20,150	71,550	3900	7862	-	-
	Internal	100	550	-	3,650	1,550	150	7862	-	-

Table 4.5

CA	Wise	PA	Acquisition	Conveyance	Land Use	D46	Seasonal	Locatable	Subs. ac.	R. acre	Tot. ac.
Indior	5	150	5	4	4	1	10	3	4	4	126,332
	1	1	1,500	1,900	20,150		3,400	14,152	50	50	41,652
	1	1	1,300	3,200	20,150		1,950	4,717			31,417
	1	1	550		3,650		150	4,717			9,067
	1	100	3,200	4,800	25,450		5,700	4,717		150	44,217
Needles	5	150	5	4	4	1	5	3	4	4	150,970
	1	1	1,500	1,900	20,150		3,400	14,152	50	50	39,702
	1	1	1,300	3,200	20,150		1,950	4,717			30,417
	1	1	550		3,650		150	4,717			39,484
	1	100	3,200	4,800	25,450		2,850	4,717		150	41,367
										Grand Total	5,532,048

1900. Large number of eggs with eggs

CD	Wise	PA	Required	Consign	Sanct	Ch	Grande	Local	Debit	Reserve
17,885,000	36	11	336	168	1443	10,912	133	207,245	-	-
50	5	5	5	5	5	53	61	85	5	5
I/O	50	5	2100	450	12,750	58,300	35,200	528,475	5	5
Internal	100	5	1800	800	12,750	1,006,450	17,280	176,158	5	5
City DO	150	5	750	150	2,300	12,750	1,650	176,158	5	5
I/O	5	5	4500	450	16,050	1,237,550	51,750	176,158	5	5
Internal	50	5	2100	450	12,750	55,500	2,550	6,217	5	5
I/O	100	5	1800	800	12,750	94,950	1,250	2,072	5	5
Internal	150	5	750	150	2,300	11,200	1,250	2,072	5	5
Internal	5	5	4500	450	16,050	116,750	3,750	2,072	5	5
Internal	50	5	2100	450	12,750	11,100	500	6,217	5	5
Internal	100	5	1800	800	12,750	19,000	250	2,072	5	5
Internal	150	5	750	150	2,300	23,350	750	2,072	5	5
Internal	5	5	4500	450	16,050	11,100	500	6,217	5	5
Internal	50	5	2100	450	12,750	19,000	250	2,072	5	5
Internal	100	5	1800	800	12,750	23,350	750	2,072	5	5
Internal	150	5	750	150	2,300	11,100	500	6,217	5	5
Internal	5	5	4500	450	16,050	55,500	2,550	2,072	5	5
Internal	50	5	2100	450	12,750	94,950	1,250	2,072	5	5
Internal	100	5	1800	800	12,750	11,200	3,750	2,072	5	5
Internal	150	5	750	150	2,300	11,100	500	6,217	5	5
Internal	5	5	4500	450	16,050	55,500	2,550	2,072	5	5
Internal	50	5	2100	450	12,750	94,950	1,250	2,072	5	5
Internal	100	5	1800	800	12,750	11,200	3,750	2,072	5	5
Internal	150	5	750	150	2,300	11,100	500	6,217	5	5
Internal	5	5	4500	450	16,050	55,500	2,550	2,072	5	5
Internal	50	5	2100	450	12,750	94,950	1,250	2,072	5	5
Internal	100	5	1800	800	12,750	11,200	3,750	2,072	5	5
Internal	150	5	750	150	2,300	11,100	500	6,217	5	5
Internal	5	5	4500	450	16,050	55,500	2,550	2,072	5	5
Internal	50	5	2100	450	12,750	94,950	1,250	2,072	5	5
Internal	100	5	1800	800	12,750	11,200	3,750	2,072	5	5
Internal	150	5	750	150	2,300	11,100	500	6,217	5	5
Internal	5	5	4500	450	16,050	55,500	2,550	2,072	5	5
Internal	50	5	2100	450	12,750	94,950	1,250	2,072	5	5
Internal	100	5	1800	800	12,750	11,200	3,750	2,072	5	5
Internal	150	5	750	150	2,300	11,100	500	6,217	5	5
Internal	5	5	4500	450	16,050	55,500	2,550	2,072	5	5
Internal	50	5	2100	450	12,750	94,950	1,250	2,072	5	5
Internal	100	5	1800	800	12,750	11,200	3,750	2,072	5	5
Internal	150	5	750	150	2,300	11,100	500	6,217	5	5
Internal	5	5	4500	450	16,050	55,500	2,550	2,072	5	5
Internal	50	5	2100	450	12,750	94,950	1,250	2,072	5	5
Internal	100	5	1800	800	12,750	11,200	3,750	2,072	5	5
Internal	150	5	750	150	2,300	11,100	500	6,217	5	5
Internal	5	5	4500	450	16,050	55,500	2,550	2,072	5	5
Internal	50	5	2100	450	12,750	94,950	1,250	2,072	5	5
Internal	100	5	1800	800	12,750	11,200	3,750	2,072	5	5
Internal	150	5	750	150	2,300	11,100	500	6,217	5	5
Internal	5	5	4500	450	16,050	55,500	2,550	2,072	5	5
Internal	50	5	2100	450	12,750	94,950	1,250	2,072	5	5
Internal	100	5	1800	800	12,750	11,200	3,750	2,072	5	5
Internal	150	5	750	150	2,300	11,100	500	6,217	5	5
Internal	5	5	4500	450	16,050	55,500	2,550	2,072	5	5
Internal	50	5	2100	450	12,750	94,950	1,250	2,072	5	5
Internal	100	5	1800	800	12,750	11,200	3,750	2,072	5	5
Internal	150	5	750	150	2,300	11,100	500	6,217	5	5
Internal	5	5	4500	450	16,050	55,500	2,550	2,072	5	5
Internal	50	5	2100	450	12,750	94,950	1,250	2,072	5	5
Internal	100	5	1800	800	12,750	11,200	3,750	2,072	5	5
Internal	150	5	750	150	2,300	11,100	500	6,217	5	5
Internal	5	5	4500	450	16,050	55,500	2,550	2,072	5	5
Internal	50	5	2100	450	12,750	94,950	1,250	2,072	5	5
Internal	100	5	1800	800	12,750	11,200	3,750	2,072	5	5
Internal	150	5	750	150	2,300	11,100	500	6,217	5	5
Internal	5	5	4500	450	16,050	55,500	2,550	2,072	5	5
Internal	50	5	2100	450	12,750	94,950	1,250	2,072	5	5
Internal	100	5	1800	800	12,750	11,200	3,750	2,072	5	5
Internal	150	5	750	150	2,300	11,100	500	6,217	5	5
Internal	5	5	4500	450	16,050	55,500	2,550	2,072	5	5
Internal	50	5	2100	450	12,750	94,950	1,250	2,072	5	5
Internal	100	5	1800	800	12,750	11,200	3,750	2,072	5	5
Internal	150	5	750	150	2,300	11,100	500	6,217	5	5
Internal	5	5	4500	450	16,050	55,500	2,550	2,072	5	5
Internal	50	5	2100	450	12,750	94,950	1,250	2,072	5	5
Internal	100	5	1800	800	12,750	11,200	3,750	2,072	5	5
Internal	150	5	750	150	2,300	11,100	500	6,217	5	5
Internal	5	5	4500	450	16,050	55,500	2,550	2,072	5	5
Internal	50	5	2100	450	12,750	94,950	1,250	2,072	5	5
Internal	100	5	1800	800	12,750	11,200	3,750	2,072	5	5
Internal	150	5	750	150	2,300	11,100	500	6,217	5	5
Internal	5	5	4500	450	16,050	55,500	2,550	2,072	5	5
Internal	50	5	2100	450	12,750	94,950	1,250	2,072	5	5
Internal	100	5	1800	800	12,750	11,200	3,750	2,072	5	5
Internal	150	5	750	150	2,300	11,100	500	6,217	5	5
Internal	5	5	4500	450	16,050	55,500	2,550	2,072	5	5
Internal	50	5	2100	450	12,750	94,950	1,250	2,072	5	5
Internal	100	5	1800	800	12,750	11,200	3,750	2,072	5	5
Internal	150	5	750	150	2,300	11,100	500	6,217	5	5
Internal	5	5	4500	450	16,050	55,500	2,550	2,072	5	5
Internal	50	5	2100	450	12,750	94,950	1,250	2,072	5	5
Internal	100	5	1800	800	12,750	11,200	3,750	2,072	5	5
Internal	150	5	750	150	2,300	11,100	500	6,217	5	5
Internal	5	5	4500	450	16,050	55,500	2,550	2,072	5	5
Internal	50	5	2100	450	12,750	94,950	1,250	2,072	5	5
Internal	100	5	1800	800	12,750	11,200	3,750	2,072	5	5
Internal	150	5	750	150	2,300	11,100	500	6,217	5	5
Internal	5	5	4500	450	16,050	55,500	2,550	2,072	5	5
Internal	50	5	2100	450	12,750	94,950	1,250	2,072	5	5
Internal	100	5	1800	800	12,750	11,200	3,750	2,072	5	5
Internal	150	5	750	150	2,300	11,100	500	6,217	5	5
Internal	5	5	4500	450	16,050	55,500	2,550	2,072	5	5
Internal	50	5	2100	450	12,750	94,950	1,250	2,072	5	5
Internal	100	5	1800	800	12,750	11,200	3,750	2,072	5	5
Internal	150	5	750	150	2,300	11,100	500	6,217	5	5
Internal	5	5	4500	450	16,050	55,500	2,550	2,072	5	5
Internal	50	5	2100	450	12,750	94,950	1,250	2,072	5	5
Internal	100	5	1800	800	12,750	11,200	3,750	2,072	5	5
Internal	150	5	750	150	2,300	11,100	500	6,217	5	5
Internal	5	5	4500	450	16,050	55,500	2,550	2,072	5	5
Internal	50	5	2100	450	12,750	94,950	1,250	2,072	5	5
Internal	100	5	1800	800	12,750	11,200	3,750	2,072	5	5
Internal	150	5	750	150	2,300	11,100	500	6,217	5	5
Internal	5	5	4500	450	16,050	55,500	2,550	2,072	5	5
Internal	50	5	2100	450	12,750	94,950	1,250	2,072	5	5
Internal	100	5	1800	800	12,750	11,200	3,750	2,072	5	5
Internal	150	5	750	150	2,300	11,100	500	6,217	5	5
Internal	5	5	4500	450	16,050	55,500	2,550	2,072	5	5
Internal	50	5	2100	450	12,750	94,950	1,250	2,072	5	5
Internal	100	5	1800	800	12,750	11,200	3,750	2,072	5	5
Internal	150	5	750	150	2,300	11,100	500	6,217	5	5
Internal	5	5	4500	450	16,050	55,500	2,550	2,072	5	5
Internal	50	5	2100	450	12,750	94,950	1,250	2,072	5	5
Internal	100	5	1800	800	12,750	11,200	3,750	2,072	5	5
Internal	150	5	750	150	2,300	11,100	500	6,217	5	5
Internal	5	5	4500	450	16,050	55,500	2,550	2,072	5	5
Internal	50	5	2100	450	12,750	94,950	1,250	2,072	5	5
Internal	100	5	1800	800	12,750	11,200	3,750	2,072	5	5
Internal	150	5	750	150	2,300	11,100	500	6,217	5	5
Internal	5	5	4500	450	16,050	55,500	2,550	2,072	5	5
Internal	50	5	2100	450	12,750	94,950	1,250	2,072	5	5
Internal	100	5	1800	800	12,750	11,200	3,750	2,072	5	5

	Misc	PA	Definition	Conveyance	Zone/Line	Q+6	Leasable	Locatable	Subsida	Payable
Montrose DO %	5	5	5	5	5	55,500	5	5	5	5
I/O	50	1800	2100	450	12,750	97,750	2550	6217	19617	344483
Internal	100	750	4500	800	12,750	12,750	1250	2072	113722	113722
Uncompahce %	150	4500	4500	1450	16,050	116,750	3750	2072	6332	6332
I/O	12	12	12	15	30,000	11,100	500	6217	203533	203533
Internal	150	5050	5050	1350	30,000	19,000	250	2072	54417	54417
Gunnison %	250	4300	4300	2350	30,000	19,000	250	2072	58872	58872
I/O	50	1800	1800	150	5500	250	750	2072	9832	9832
Internal	350	10800	10800	4350	38,500	23,350	750	2072	80422	80422
Gunnison %	6	6	6	7	15,300	11,100	500	6217	135443	135443
I/O	50	2500	2500	650	15,300	19,000	850	2072	36317	36317
Internal	100	2150	2150	1100	15,300	2750	750	2072	39972	39972
Saguaro %	200	900	900	50	19,250	23,350	750	2072	6022	6022
I/O	11	11	11	10	28,050	55,500	500	6217	53172	53172
Internal	100	4600	4600	900	28,050	94,950	250	2072	404083	404083
Grand Junction DO %	200	50	50	1600	5050	1200	750	2072	95917	95917
I/O	50	1800	1800	800	12,750	97,750	2550	6217	131122	131122
Internal	100	750	4500	1450	16,050	116,750	3750	2072	10122	10122
Grand Junction %	150	4500	4500	1450	30,000	11,100	500	6217	166922	166922
I/O	12	12	12	15	30,000	19,000	250	2072	344483	344483
Internal	150	5050	5050	1350	30,000	19,000	250	2072	96217	96217
Grand Junction %	250	4300	4300	2350	30,000	19,000	250	2072	113722	113722
I/O	50	1800	1800	150	5500	250	750	2072	6332	6332
Internal	350	10800	10800	4350	38,500	23,350	750	2072	144822	144822
Grand Junction %	6	6	6	7	15,300	11,100	500	6217	412183	412183
I/O	50	2500	2500	650	15,300	19,000	850	2072	98317	98317
Internal	100	2150	2150	1100	15,300	2750	750	2072	132922	132922
Grand Junction %	200	900	900	50	19,250	23,350	750	2072	10622	10622
I/O	11	11	11	10	28,050	55,500	500	6217	170322	170322
Internal	100	4600	4600	900	28,050	94,950	250	2072	157183	157183
Grand Junction %	200	50	50	1600	5050	1200	750	2072	42367	42367
I/O	50	1800	1800	800	12,750	97,750	2550	6217	45922	45922
Internal	100	750	4500	1450	16,050	116,750	3750	2072	7372	7372
Grand Junction %	150	4500	4500	1450	30,000	11,100	500	6217	61522	61522
I/O	12	12	12	15	30,000	19,000	250	2072	2001431	2001431
Internal	150	5050	5050	1350	30,000	19,000	250	2072	7885194	7885194
Grand Junction %	250	4300	4300	2350	30,000	19,000	250	2072		
I/O	50	1800	1800	150	5500	250	750	2072		
Internal	350	10800	10800	4350	38,500	23,350	750	2072		
Grand Junction %	6	6	6	7	15,300	11,100	500	6217		
I/O	50	2500	2500	650	15,300	19,000	850	2072		
Internal	100	2150	2150	1100	15,300	2750	750	2072		
Grand Junction %	200	900	900	50	19,250	23,350	750	2072		
I/O	11	11	11	10	28,050	55,500	500	6217		
Internal	100	4600	4600	900	28,050	94,950	250	2072		
Grand Junction %	200	50	50	1600	5050	1200	750	2072		
I/O	50	1800	1800	800	12,750	97,750	2550	6217		
Internal	100	750	4500	1450	16,050	116,750	3750	2072		
Grand Junction %	150	4500	4500	1450	30,000	11,100	500	6217		
I/O	12	12	12	15	30,000	19,000	250	2072		
Internal	150	5050	5050	1350	30,000	19,000	250	2072		
Grand Junction %	250	4300	4300	2350	30,000	19,000	250	2072		
I/O	50	1800	1800	150	5500	250	750	2072		
Internal	350	10800	10800	4350	38,500	23,350	750	2072		
Grand Junction %	6	6	6	7	15,300	11,100	500	6217		
I/O	50	2500	2500	650	15,300	19,000	850	2072		
Internal	100	2150	2150	1100	15,300	2750	750	2072		
Grand Junction %	200	900	900	50	19,250	23,350	750	2072		
I/O	11	11	11	10	28,050	55,500	500	6217		
Internal	100	4600	4600	900	28,050	94,950	250	2072		
Grand Junction %	200	50	50	1600	5050	1200	750	2072		
I/O	50	1800	1800	800	12,750	97,750	2550	6217		
Internal	100	750	4500	1450	16,050	116,750	3750	2072		
Grand Junction %	150	4500	4500	1450	30,000	11,100	500	6217		
I/O	12	12	12	15	30,000	19,000	250	2072		
Internal	150	5050	5050	1350	30,000	19,000	250	2072		
Grand Junction %	250	4300	4300	2350	30,000	19,000	250	2072		
I/O	50	1800	1800	150	5500	250	750	2072		
Internal	350	10800	10800	4350	38,500	23,350	750	2072		
Grand Junction %	6	6	6	7	15,300	11,100	500	6217		
I/O	50	2500	2500	650	15,300	19,000	850	2072		
Internal	100	2150	2150	1100	15,300	2750	750	2072		
Grand Junction %	200	900	900	50	19,250	23,350	750	2072		
I/O	11	11	11	10	28,050	55,500	500	6217		
Internal	100	4600	4600	900	28,050	94,950	250	2072		
Grand Junction %	200	50	50	1600	5050	1200	750	2072		
I/O	50	1800	1800	800	12,750	97,750	2550	6217		
Internal	100	750	4500	1450	16,050	116,750	3750	2072		
Grand Junction %	150	4500	4500	1450	30,000	11,100	500	6217		
I/O	12	12	12	15	30,000	19,000	250	2072		
Internal	150	5050	5050	1350	30,000	19,000	250	2072		
Grand Junction %	250	4300	4300	2350	30,000	19,000	250	2072		
I/O	50	1800	1800	150	5500	250	750	2072		
Internal	350	10800	10800	4350	38,500	23,350	750	2072		
Grand Junction %	6	6	6	7	15,300	11,100	500	6217		
I/O	50	2500	2500	650	15,300	19,000	850	2072		
Internal	100	2150	2150	1100	15,300	2750	750	2072		
Grand Junction %	200	900	900	50	19,250	23,350	750	2072		
I/O	11	11	11	10	28,050	55,500	500	6217		
Internal	100	4600	4600	900	28,050	94,950	250	2072		
Grand Junction %	200	50	50	1600	5050	1200	750	2072		
I/O	50	1800	1800	800	12,750	97,750	2550	6217		
Internal	100	750	4500	1450	16,050	116,750	3750	2072		
Grand Junction %	150	4500	4500	1450	30,000	11,100	500	6217		
I/O	12	12	12	15	30,000	19,000	250	2072		
Internal	150	5050	5050	1350	30,000	19,000	250	2072		
Grand Junction %	250	4300	4300	2350	30,000	19,000	250	2072		
I/O	50	1800	1800	150	5500	250	750	2072		
Internal	350	10800	10800	4350	38,500	23,350	750	2072		
Grand Junction %	6	6	6	7	15,300	11,100	500	6217		
I/O	50	2500	2500	650	15,300	19,000	850	2072		
Internal	100	2150	2150	1100	15,300	2750	750	2072		
Grand Junction %	200	900	900	50	19,250	23,350	750	2072		
I/O	11	11	11	10	28,050	55,500	500	6217		
Internal	100	4600	4600	900	28,050	94,950	250	2072		
Grand Junction %	200	50	50	1600	5050	1200	750	2072		
I/O	50	1800	1800	800	12,750	97,750	2550	6217		
Internal	100	750	4500	1450	16,050	116,750	3750	2072		
Grand Junction %	150	4500	4500	1450	30,000	11,100	500	6217		
I/O	12	12	12	15	30,000	19,000	250	2072		
Internal	150	5050	5050	1350	30,000	19,000	250	2072		
Grand Junction %	250	4300	4300	2350	30,000	19,000	250	2072		
I/O	50	1800	1800	150	5500	250	750	2072		
Internal	350	10800	10800	4350	38,500	23,350	750	2072		
Grand Junction %	6	6	6	7	15,300	11,100	500	6217		
I/O	50	2500	2500	650	15,300	19,000	850	2072		
Internal	100	2150	2150	1100	15,300	2750	750	2072		
Grand Junction %	200	900	900	50	19,250	23,350	750	2072		
I/O	11	11	11	10	28,050	55,500	500	6217		
Internal	100	4600	4600	900	28,050	94,950	250	2072		
Grand Junction %	200	50	50	1600	5050	1200	750	2072		
I/O	50	1800	1800	800	12,750	97,750	2550	6217		
Internal	100	750	4500	1450	16,050	116,750	3750	2072		
Grand Junction %	150	4500	4500	1450	30,000	11,100	500	6217		
I/O	12	12	12	15	30,000	19,000	250	2072		
Internal	150	5050	5050	1350	30,000	19,000	250	2072		
Grand Junction %	250	4300	4300	2350	30,000	19,000	250	2072		
I/O	50	1800	1800	150	5500	250	750	2072		
Internal	350	10800	10800	4350	38,500	23,350	750	2072		
Grand Junction %	6	6	6	7	15,300	11,100	500	6217		
I/O	50	2500	2500	650	15,300	19,000	850	2072		
Internal	100	2150	2150	1100	15,300	2750	750	2072		
Grand Junction %	200	900	900	50						

NOHL 14625 GENERALIZED BY CASE TYPE BY OFFICE

[illegible]

ID	Total 4,277,000	Miss 24	PA	Deputation 324	Conveyance 1304	Land Use 1957	O+G 3514	Land 228	Locality 96445	Salable 3	Revenue 39	Total 2,439,553
SO	% I/O Internal	5 50 50 - 100	5	40 16,000 14,000 5,600 34,800 220	20 1301 24,600 850 44,600	5 17,250 17,250 3,150 21,700 10	90 321,300 550,800 6,900 670,800 5	95 82,650 40,850 2,700 121,600	75 217001 72334 72334 72334	5 - - - -	5 100 100 - 450	655,651 719,984 91,534 972,384
Boice DO	% I/O Internal	10 50 950 50 200	10	8000 11,000 2800 17,400	8 9850 350 17,850	10 34,500 17,250 6,300 43,550	11,850 30,600 400 37,600	-	5 14,467 4822 4822 4822	10 50 50 50 100	10 150 250 50 900	282,833 75,617 67,972 14,922 122,422
Cascade	% I/O Internal	50 50 50 200	5	0 0 0 0	3 200 3700 150 6700	2 6,900 6,900 1250 8700	-	-	1 2893 964 964 964	2 - - - -	2 50 50 - 200	40,685 10,043 11,664 2364 16,614
Owbyce	% I/O Internal	50 100 50 150	7	0 0 0 0	8 550 9850 350 17,850	7 24,150 24,150 4,400 33,500	-	-	2 5747 1929 1929 1929	7 - - - 50	7 100 150 - 550	124,574 30,627 34,174 6,729 51,029
Bureau	% I/O Internal	50 100 50 150	7	0 0 0 0	8 550 9850 350 17,850	8 27,600 27,600 5050 34,950	-	-	2893 964 964 964	8 50 100	8 100 200 - 700	130,925 51,213 38,814 6,414 54,514
Spaulbridge	% I/O Internal	2 - 50 - 50	2	0 0 0 0	2 150 2,450 100 4,450	2 6,900 6,100 1,350 8,700	-	-	1 2893 964 964	2 - - - -	2 50 50 - 200	37,095 9,993 10,414 2,314 14,364
Binding DO	% I/O Internal	3 - 50 - 50	3	2000 1750 700 4350	2 150 2,450 100 4,450	3 10,350 10,350 1,900 13,950	-	-	-	3 - - - -	3 50 50 - 350	53,451 12,500 14,650 2,700 23,150
Deep Creek	% I/O Internal	3 - 50 - 50	3	0 0 0 0	2 150 2,450 100 4,450	3 10,350 10,350 1,900 13,950	-	-	-	3 - - - -	3 50 50 - 350	43,251 10,550 12,700 2,000 23,800
Snake River	% I/O Internal	3 - 50 - 50	3	0 0 0 0	2 150 2,450 100 4,450	3 10,350 10,350 1,900 13,950	-	-	-	3 - - - -	3 50 50 - 350	43,251 10,550 12,700 2,000 23,800

ID	Misc	TA	Disposition	Commodity	Land Use	D+C	Land Use	Locality	Salute	Personnel	Total
Coccolobene	3	3	5	150	3	-	-	-	3	3	52,050
	-	-	2,000	2,150	10,350	-	-	-	-	50	12,550
	50	-	1,750	100	10,350	-	-	-	-	50	14,650
Emu old Empire	-	3	700	4,450	13,050	-	-	-	-	-	2,700
	50	-	4,350	100	13,050	-	-	-	-	250	22,150
	-	-	0	4,450	13,050	-	-	-	-	3	43,250
Cottonwood	3	3	0	150	10,350	-	-	-	3	50	10,550
	-	-	0	2,450	10,350	-	-	-	-	50	12,900
	50	-	100	4,450	13,050	-	-	-	-	-	2,000
Cottonwood	6	6	0	400	20,700	-	-	-	6	250	17,800
	50	-	0	7,400	20,700	-	-	-	-	100	21,250
	100	-	0	250	3800	-	-	-	-	150	28,350
Isho Falls	100	-	0	13,400	26,100	-	-	-	50	-	4,050
	6	6	20	350	20,700	5	4,350	5	6	550	40,200
	50	-	9,000	6,150	20,700	17,850	4,350	14,47	-	100	253,883
Pocahontas	100	-	7,000	200	3,800	30,600	2,150	4,822	-	150	65,867
	100	-	2,800	200	3,800	400	150	4,822	-	-	71,672
	100	-	11,400	11,150	26,100	37,600	6,400	4,822	50	-	12,172
Big Butte	10	10	0	550	34,500	-	-	-	10	550	104,172
	50	-	0	9,850	34,500	-	-	-	50	10	207,366
	150	-	0	350	34,500	-	-	-	50	150	24,239
Medicine Lodge	200	-	0	11,850	43,550	-	-	-	50	250	54,444
	6	6	0	11,850	43,550	-	-	-	100	50	16,444
	50	-	0	11,150	26,100	-	-	-	-	900	72,244
Medicine Lodge	6	6	0	350	20,700	-	-	-	6	100	21,200
	50	-	0	6,150	20,700	-	-	-	-	150	27,100
	100	-	0	200	3,800	-	-	-	-	-	4,000
Medicine Lodge	100	-	0	11,150	26,100	-	-	-	50	550	37,950
	50	-	0	11,150	26,100	-	-	-	-	-	43,250
	50	-	0	11,150	26,100	-	-	-	-	50	10,550
Salmon	3	3	5	150	10,350	-	-	-	3	50	12,900
	-	-	2,000	2,450	10,350	-	-	-	-	50	14,650
	50	-	1,750	100	13,050	-	-	-	-	-	2,700
Salmon	3	3	0	4,450	13,050	-	-	-	-	250	22,150
	-	-	0	4,450	13,050	-	-	-	-	3	43,250
	50	-	0	150	10,350	-	-	-	3	50	10,550
Salmon	3	3	5	150	10,350	-	-	-	3	50	12,900
	-	-	2,000	2,450	10,350	-	-	-	-	50	14,650
	50	-	1,750	100	13,050	-	-	-	-	-	2,700
Salmon	3	3	0	4,450	13,050	-	-	-	-	250	22,150
	-	-	0	4,450	13,050	-	-	-	-	3	43,250
	50	-	0	150	10,350	-	-	-	3	50	10,550
Salmon	3	3	5	150	10,350	-	-	-	3	50	12,900
	-	-	2,000	2,450	10,350	-	-	-	-	50	14,650
	50	-	1,750	100	13,050	-	-	-	-	-	2,700
Salmon	3	3	0	4,450	13,050	-	-	-	-	250	22,150
	-	-	0	4,450	13,050	-	-	-	-	3	43,250
	50	-	0	150	10,350	-	-	-	3	50	10,550
Salmon	3	3	5	150	10,350	-	-	-	3	50	12,900
	-	-	2,000	2,450	10,350	-	-	-	-	50	14,650
	50	-	1,750	100	13,050	-	-	-	-	-	2,700
Salmon	3	3	0	4,450	13,050	-	-	-	-	250	22,150
	-	-	0	4,450	13,050	-	-	-	-	3	43,250
	50	-	0	150	10,350	-	-	-	3	50	10,550
Salmon	3	3	5	150	10,350	-	-	-	3	50	12,900
	-	-	2,000	2,450	10,350	-	-	-	-	50	14,650
	50	-	1,750	100	13,050	-	-	-	-	-	2,700
Salmon	3	3	0	4,450	13,050	-	-	-	-	250	22,150
	-	-	0	4,450	13,050	-	-	-	-	3	43,250
	50	-	0	150	10,350	-	-	-	3	50	10,550
Salmon	3	3	5	150	10,350	-	-	-	3	50	12,900
	-	-	2,000	2,450	10,350	-	-	-	-	50	14,650
	50	-	1,750	100	13,050	-	-	-	-	-	2,700
Salmon	3	3	0	4,450	13,050	-	-	-	-	250	22,150
	-	-	0	4,450	13,050	-	-	-	-	3	43,250
	50	-	0	150	10,350	-	-	-	3	50	10,550
Salmon	3	3	5	150	10,350	-	-	-	3	50	12,900
	-	-	2,000	2,450	10,350	-	-	-	-	50	14,650
	50	-	1,750	100	13,050	-	-	-	-	-	2,700
Salmon	3	3	0	4,450	13,050	-	-	-	-	250	22,150
	-	-	0	4,450	13,050	-	-	-	-	3	43,250
	50	-	0	150	10,350	-	-	-	3	50	10,550
Salmon	3	3	5	150	10,350	-	-	-	3	50	12,900
	-	-	2,000	2,450	10,350	-	-	-	-	50	14,650
	50	-	1,750	100	13,050	-	-	-	-	-	2,700
Salmon	3	3	0	4,450	13,050	-	-	-	-	250	22,150
	-	-	0	4,450	13,050	-	-	-	-	3	43,250
	50	-	0	150	10,350	-	-	-	3	50	10,550
Salmon	3	3	5	150	10,350	-	-	-	3	50	12,900
	-	-	2,000	2,450	10,350	-	-	-	-	50	14,650
	50	-	1,750	100	13,050	-	-	-	-	-	2,700
Salmon	3	3	0	4,450	13,050	-	-	-	-	250	22,150
	-	-	0	4,450	13,050	-	-	-	-	3	43,250
	50	-	0	150	10,350	-	-	-	3	50	10,550
Salmon	3	3	5	150	10,350	-	-	-	3	50	12,900
	-	-	2,000	2,450	10,350	-	-	-	-	50	14,650
	50	-	1,750	100	13,050	-	-	-	-	-	2,700
Salmon	3	3	0	4,450	13,050	-	-	-	-	250	22,150
	-	-	0	4,450	13,050	-	-	-	-	3	43,250
	50	-	0	150	10,350	-	-	-	3	50	10,550
Salmon	3	3	5	150	10,350	-	-	-	3	50	12,900
	-	-	2,000	2,450	10,350	-	-	-	-	50	14,650
	50	-	1,750	100	13,050	-	-	-	-	-	2,700
Salmon	3	3	0	4,450	13,050	-	-	-	-	250	22,150
	-	-	0	4,450	13,050	-	-	-	-	3	43,250
	50	-	0	150	10,350	-	-	-	3	50	10,550
Salmon	3	3	5	150	10,350	-	-	-	3	50	12,900
	-	-	2,000	2,450	10,350	-	-	-	-	50	14,650
	50	-	1,750	100	13,050	-	-	-	-	-	2,700
Salmon	3	3	0	4,450	13,050	-	-	-	-	250	22,150
	-	-	0	4,450	13,050	-	-	-	-	3	43,250
	50	-	0	150	10,350	-	-	-	3	50	10,550
Salmon	3	3	5	150	10,350	-	-	-	3	50	12,900
	-	-	2,000	2,450	10,350	-	-	-	-	50	14,650
	50	-	1,750	100	13,050	-	-	-	-	-	2,700
Salmon	3	3	0	4,450	13,050	-	-	-	-	250	22,150
	-	-	0	4,450	13,050	-	-	-	-	3	43,250
	50	-	0	150	10,350	-	-	-	3	50	10,550
Salmon	3	3	5	150	10,350	-	-	-	3	50	12,900
	-	-	2,000	2,450	10,350	-	-	-	-	50	14,650
	50	-	1,750	100	13,050	-	-	-	-	-	2,700
Salmon	3	3	0	4,450	13,050	-	-	-	-	250	22,150
	-	-	0	4,450	13,050	-	-	-	-	3	43,250
	50	-	0	150	10,350	-	-	-	3	50	10,550
Salmon	3	3	5	150	10,350	-	-	-	3	50	12,900
	-	-	2,000	2,450	10,350	-	-	-	-	50	14,650
	50	-	1,750	100	13,050						

ID	Misc	PA	Acquisition	Consigner	For Sale	OTB	Leasable	Locatable	Salable	Passives	Total
Challis Mabey	3	3	0	2	3	-	-	-	3	3	43,250
	50			150	10,350				50	50	10,550
				2450	10,350				50	50	12,900
	50			100	1,900				-	-	2,000
				4450	13,050				350	350	17,800
Shoshone DO	3	3	0	2	3	-	-	-	3	3	43,250
	50			150	10,350				50	50	10,550
				2450	10,350				50	50	12,900
	50			100	1,900				-	-	2,000
				4450	13,050				250	250	17,800
Monument	1	1	0	1	1	-	-	-	1	1	15,550
				50	3,450				-	-	3,500
				1250	3,450				-	-	4,700
				50	1,650				-	-	1,700
				2200	4,850				100	100	6,650
Bannock Hills	6	4	5	3	6	-	-	-	4	6	86,000
	50		2000	350	20,700				100	100	23,200
	100		1750	6150	26,700				150	150	28,350
			700	200	3,300				-	-	4,700
	110		4350	11150	13,050				50	550	29,250
Inda Spang	1	1	0	1	1	-	-	-	1	1	15,550
				50	3,450				-	-	3,500
				1250	3,450				-	-	4,700
				50	650				-	-	700
				2200	4,350				100	100	6,650
										Grand Total	427,706.4

1000 ft. water surface by water. 1000 ft. water surface by water.

MT	Grand Total 112,001,000	Misc 29	P A 8	Regulation 419	Conveyance 1156	Land 1520	O + B 19,634	Variable 104	Locatable 110,382	Salable 13	Reserve 0	
	SO %	0	0	0	15	-	75	30	50	0	0	766,446
	I/O				9600		1,497,750	11,800	165,573			1,641,723
	Internal				16,350		2,562,000	6,000	55,191			2,637,541
	Bulwer DO %	6	6	6	550		32,350	400	55,191			88,391
	I	50	-	3600	29,100		3,151,500	17,400	55,191			3,233,791
	O	100	-	3050	1			70	3			590,247
	I/O	100	-	1250	650		99,850	3950	99,834			134,184
	Internal	150	100	7100	1100		170,800	2000	3311			196,561
	Headwater %	6	6	6	3800		210,100	150	3311			9811
	I	50	-	3600	4500			5800	3311			249,711
	O	100	-	3050	7650			3	3311			121,517
	I/O	150	100	1250	250			1200	9934			35,434
	Internal	6	6	7100	13850			600	3311			39,911
	Dillon %	6	6	6	4500			1750	3311			7761
	I	50	-	3600	7650			2	3311			47,411
	O	100	-	3050	250			800	6623			113,697
	I/O	150	100	1250	13850			900	2,208			31,723
	Internal	6	6	7100	4500			400	2,208			29,608
	Garnett %	6	6	6	3850			50	2,208			6658
	I	50	-	3600	250			1150	2,208			15,708
	O	100	-	3050	13850			2	2,208			97,947
	I/O	150	100	1250	4500			2	6623			27,773
	Internal	6	6	7100	3850			800	2,208			25,208
	Miles City DO %	6	6	6	6550			400	2,208			6008
	I	50	-	3600	250			50	2,208			38,958
	O	100	-	3050	11,900			1150	2,208			80,147
	I/O	150	100	1250	4500			110	3			150,734
	Internal	6	6	7100	3850			3500	99,34			271,311
	Big Dry %	6	6	6	650			2000	3311			12,211
	I	50	-	3600	50			150	3311			343,161
	O	100	-	3050	2000			5800	3311			157,991
	I/O	150	100	1250	4500			3	4			42,546
	Internal	6	6	7100	3850			1800	13,246			39,915
	Rouben River %	6	6	6	5100			1000	4415			10,465
	I	50	-	3600	8700			50	4415			61,065
	O	100	-	3050	300			2900	4415			180,464
	I/O	150	100	1250	15,850			15	5			54,657
	Internal	6	6	7100	4500			5950	6557			44,119
	South Dakota %	6	6	6	5150			3000	6519			11,769
	I	50	-	3600	9800			200	5519			69,919
	O	100	-	3050	350			8700	5519			122,167
	I/O	150	100	1250	17,800			3	8			30,289
	Internal	6	6	7100	4500			50	9934			25,911
	Internal	5	5	5	3850			50	3311			7061
	I	50	-	3600	6550			50	3311			39,911
	O	100	-	3050	250			200	3311			
	I/O	150	100	1250	11,900							
	Internal	6	6	7100	4500							

NM	TOTAL 23,326,000	Muc 312	PA 15	Acquisition 190	Contingency 191	Good the 15,807	OHG 24372	Acq. M. 399	For sale 130278	Collection 15	Inventory 1	Total
SO	% I O I/O	0 1 1 1	0 1 1 1	0 1 1 1	15 6550 11,150 400	0 1 1 1	40 911,450 1,692,300 21,450	90 134,659 67,000 4,400	75 293124 97708 97708	0 1 1 1	0 1 1 1	5824550 1425716 1872158 123958 2402658
Albuquerque	% I O I/O	15 1800 3050 650	15 100 100 100	15 3,550 3,000 1,250	15 6550 11,150 400	15 417,800 418,950 75,850	10 247,850 424,100 5350	10 15,000 7,400 50	10 39083 13028 13028	15 150 200 50	15 15 15 50	2827467 731883 820978 96628 1117978
Rio Puerco	% I O I/O	7 850 1400 300	7 50 50 100	7 1,650 1,400 600	8 3,500 3,700 200	7 222,800 195,500 35,400	5 123,950 212,050 2700	22,000	13,028	700	7 1 1 1	1330500 357850 414,200 39,250 524,200
Farmington	% I O I/O	15 1800 3050 650	15 100 100 100	15 3,550 3,000 1,250	10,800 4,350 7,450 250	15 417,800 418,950 75,850	10 247,850 424,100 5350	10 15,000 7,400 50	13,028	15	15 1 1 1	27326150 675,600 85,950 83,400 1120300
Taco	% I O I/O	3 350 600 150	3 1 1 1	3 700 600 350	13,500 2,200 3,700 150	3 83,550 83,800 15,200	1 521,550	10 13,028	13,028	3	3 1 1 1	304,400 86,850 88,750 15,750 115,052
Sasabe	% I O I/O	5 600 1000 200	5 50 50 100	5 1,200 1,000 400	4,350 7,450 250	5 139,350 139,650 25,300	1 521,550	10 13,028	13,028	5	5 1 1 1	592917 184583 162,228 39,178 206,978
Disbursed - Albuquerque	% I O I/O	4 500 800 150	4 50 50 100	4 950 800 350	13,500 2,200 3,700 150	4 111,400 111,700 30,250	1 521,550	10 13,028	13,028	4	4 1 1 1	409,350 116,000 118,600 20,950 153,800
White Sands	% I O I/O	3 350 600 150	3 1 1 1	3 700 600 350	4,350 7,450 250	3 83,550 83,800 15,200	1 521,550	10 13,028	13,028	3	3 1 1 1	308,850 87,250 87,500 15,750 116,350
Unpaid	% I O I/O	3 350 600 150	3 1 1 1	3 700 600 350	4,350 7,450 250	3 83,550 83,800 15,200	1 521,550	10 13,028	13,028	3	3 1 1 1	308,850 87,250 87,500 15,750 116,350
Unpaid	% I O I/O	3 350 600 150	3 1 1 1	3 700 600 350	4,350 7,450 250	3 83,550 83,800 15,200	1 521,550	10 13,028	13,028	3	3 1 1 1	308,850 87,250 87,500 15,750 116,350

New River
No. 62

	Price	PA	Qty.	Can. response	Joint Use	O + C	Shareable	Allocatable	Available	Reserve	Total
Tulsa - DO	2	2	2	3	2	7	-	-	2	2	1045,550
I	350		500	1300	55,700	173,500					231,250
O	400		400	2250	55,850	240,800					365,800
I/O	100		150	100	10,100	3,750			50		14,200
Subtotal	650	50	1000	4050	70,350	365,100			100		441,300
Oklahoma	5	5	5	3	5	3	-	-	5	5	856,500
I	600	50	1200	1300	131,250	74,350			50		216,800
O	1000	50	1000	2250	139,650	127,200			50		271,200
I/O	200		400	100	25,300	1,400					27,600
Subtotal	1800	150	2550	4050	175,850	156,450			250		340,900
Roanoke DO	15	15	15	5	15	10	-	-	15	15	2,712,454
I	1800	100	3550	2200	417,800	247,950		19,542	150		692,992
O	3050	100	3000	3700	410,150	424,100		454	200		858,754
I/O	650		1250	150	75,850	5,350		654	50		89,814
Subtotal	4900	400	7800	6750	527,500	521,550		654	700		1,075,964
Roanoke Rt	8	8	8	5	8	5	-	-	8	8	1,395,150
I	1000	50	1900	2200	302,800	123,950			100		352,000
O	1650	50	1400	3700	323,450	212,050			100		442,600
I/O	350		650	150	40,750	2,700			50		44,350
Subtotal	2600	200	4950	6750	281,350	260,800			400		556,200
Carroll DO	15	15	15	5	15	10	-	-	15	15	3,679,300
I	1800	100	3550	2200	417,800	247,950			150		673,450
O	3050	100	3000	3700	410,150	424,100			200		853,100
I/O	650		1250	150	75,850	5,350			50		83,300
Subtotal	4900	400	7800	6750	527,500	521,550			700		1,069,450
Grand Total										Grand Total	23,324,000

NV	TOTAL 7,984,000	Whse 1	PA 7	Unquant 113	Conveyance 2468	Land Use 1144	0+6 8963	For. Value 83	Goodable 319,192	Schedule 12	Revenue 5	Total
50	% I O I/O Internal	5 - - - -	6 - - - 50	700 600 250 1500	5 6,800 11,600 400 21,100	5 10,100 10,100 1850 12,750	80 129,000 1,248,000 16,000 1,534,400	80 25,300 12,550 800 37,350	80 760,181 255,354 255,354 255,354	5 50 50 - 200	5 - - - 50	5214264 153861 1538245 274654 1827511 367209 105629 108161 19510 135510 46,800 10,550 13,400 1500 21,350 109,500 24,750 31,400 3500 49,850 237451 62402 69283 10283 95583 109,550 24,750 31,400 3500 49,900 46,800 10,550 13,400 1500 21,350 175151 48602 51,283 9283 66933 46,750 10,550 13,400 1500 21,300
Battlemt	% I O I/O Internal	3 - - - -	3 - - - -	400 300 150 900	4100 6,950 250 12,650	6050 6050 1100 7650	45,600 78,000 1,000 95,900	1600 1800 50 2,350	47877 15760 15960 15960	3 - - - 100	3 - - - -	367209 105629 108161 19510 135510 46,800 10,550 13,400 1500 21,350 109,500 24,750 31,400 3500 49,850 237451 62402 69283 10283 95583 109,550 24,750 31,400 3500 49,900 46,800 10,550 13,400 1500 21,350 175151 48602 51,283 9283 66933 46,750 10,550 13,400 1500 21,300
Shoshone Eureka	% I O I/O Internal	3 - - - -	3 - - - -	400 300 150 900	4100 6,950 250 12,650	6050 6050 1100 7650	45,600 78,000 1,000 95,900	1600 1800 50 2,350	47877 15760 15960 15960	3 - - - 100	3 - - - -	367209 105629 108161 19510 135510 46,800 10,550 13,400 1500 21,350 109,500 24,750 31,400 3500 49,850 237451 62402 69283 10283 95583 109,550 24,750 31,400 3500 49,900 46,800 10,550 13,400 1500 21,350 175151 48602 51,283 9283 66933 46,750 10,550 13,400 1500 21,300
Tongval	% I O I/O Internal	7 - - - -	7 - - - -	1000 850 350 2100	9500 16,250 550 29,550	14,150 14,150 2550 17,850	18,250 31,200 400 38,350	650 300 - 950	19152 6383 6383 6383	7 50 100 50 250	7 - - - 50	237451 62402 69283 10283 95583 109,550 24,750 31,400 3500 49,850 237451 62402 69283 10283 95583 109,550 24,750 31,400 3500 49,900 46,800 10,550 13,400 1500 21,350 175151 48602 51,283 9283 66933 46,750 10,550 13,400 1500 21,300
Carson City	% I O I/O Internal	7 - - - -	7 - - - -	1000 850 350 2100	9500 16,250 550 29,550	14,150 14,150 2550 17,850	18,250 31,200 400 38,350	650 300 - 950	19152 6383 6383 6383	7 50 100 50 250	7 - - - 50	237451 62402 69283 10283 95583 109,550 24,750 31,400 3500 49,850 237451 62402 69283 10283 95583 109,550 24,750 31,400 3500 49,900 46,800 10,550 13,400 1500 21,350 175151 48602 51,283 9283 66933 46,750 10,550 13,400 1500 21,300
Sahontan	% I O I/O Internal	7 - - - -	7 - - - -	1000 850 350 2100	9500 16,250 550 29,550	14,150 14,150 2550 17,850	18,250 31,200 400 38,350	650 300 - 950	19152 6383 6383 6383	7 50 100 50 250	7 - - - 50	237451 62402 69283 10283 95583 109,550 24,750 31,400 3500 49,850 237451 62402 69283 10283 95583 109,550 24,750 31,400 3500 49,900 46,800 10,550 13,400 1500 21,350 175151 48602 51,283 9283 66933 46,750 10,550 13,400 1500 21,300
Walter	% I O I/O Internal	3 - - - -	3 - - - -	400 350 150 900	4100 6,950 250 12,650	6050 6050 1100 7650	45,600 78,000 1,000 95,900	1600 1800 50 2,350	47877 15760 15960 15960	3 - - - 100	3 - - - -	367209 105629 108161 19510 135510 46,800 10,550 13,400 1500 21,350 109,500 24,750 31,400 3500 49,850 237451 62402 69283 10283 95583 109,550 24,750 31,400 3500 49,900 46,800 10,550 13,400 1500 21,350 175151 48602 51,283 9283 66933 46,750 10,550 13,400 1500 21,300
Elko PD	% I O I/O Internal	3 - - - -	3 - - - -	400 350 150 900	4100 6,950 250 12,650	6050 6050 1100 7650	45,600 78,000 1,000 95,900	1600 1800 50 2,350	47877 15760 15960 15960	3 - - - 100	3 - - - -	367209 105629 108161 19510 135510 46,800 10,550 13,400 1500 21,350 109,500 24,750 31,400 3500 49,850 237451 62402 69283 10283 95583 109,550 24,750 31,400 3500 49,900 46,800 10,550 13,400 1500 21,350 175151 48602 51,283 9283 66933 46,750 10,550 13,400 1500 21,300
Elko RA	% I O I/O Internal	3 - - - -	3 - - - -	400 350 150 900	4100 6,950 250 12,650	6050 6050 1100 7650	45,600 78,000 1,000 95,900	1600 1800 50 2,350	47877 15760 15960 15960	3 - - - 100	3 - - - -	367209 105629 108161 19510 135510 46,800 10,550 13,400 1500 21,350 109,500 24,750 31,400 3500 49,850 237451 62402 69283 10283 95583 109,550 24,750 31,400 3500 49,900 46,800 10,550 13,400 1500 21,350 175151 48602 51,283 9283 66933 46,750 10,550 13,400 1500 21,300

	Misc	PA	Acquisition	Conveyance	Land Use	OTC	Leasehold	Locatable	Sealable	Reconvey	Total
Senama	7	7	7	7	7	-	-	-	7	7	109,550
I/O	-	50	1,000	9,500	14,150	-	-	-	50	-	24,750
I/O	-	50	850	16,250	14,150	-	-	-	100	-	31,400
Intended	-	-	50	550	2,550	-	-	-	50	-	3,500
	-	100	2,100	28,550	17,850	-	-	-	250	50	49,900
										Grand Total	793,342

Local paper donated by Case, type by Office

[illegible]

OR	Misc	PA	Acquisition	Convergence	Land Use	O + b	Leasable	Locatable	Suble	Resources	Total
Noble	%	-	550	-	3500	11,250	-	-	50	/	19,300
	I	-	500	-	3500	19,250	-	-	50	-	15,350
	O	-	200	-	650	23,700	-	-	-	-	23,300
	I/O	50	1200	-	4400	23,700	-	-	200	-	29,550
Dorena	%	-	550	-	3500	11,250	-	-	50	/	15,350
	I	-	500	-	3500	19,250	-	-	50	-	23,300
	O	-	200	-	650	23,700	-	-	-	-	1,100
	I/O	50	1200	-	4400	23,700	-	-	200	-	29,550
Mabank	%	-	550	-	3500	11,250	-	-	50	/	15,350
	I	-	500	-	3500	19,250	-	-	50	-	23,300
	O	-	200	-	650	23,700	-	-	-	-	1,100
	I/O	50	1200	-	4400	23,700	-	-	200	-	29,550
Sovane	%	-	550	-	3500	11,250	-	-	50	/	15,350
	I	-	500	-	3500	19,250	-	-	50	-	23,300
	O	-	200	-	650	23,700	-	-	-	-	1,100
	I/O	50	1200	-	4400	23,700	-	-	200	-	29,550
Bakewell DO	%	-	550	-	3500	11,250	-	-	50	/	15,350
	I	-	500	-	3500	19,250	-	-	50	-	23,300
	O	-	200	-	650	23,700	-	-	-	-	1,100
	I/O	50	1200	-	4400	23,700	-	-	200	-	29,550
Geoffrey	%	-	550	-	3500	11,250	-	-	50	/	15,350
	I	-	500	-	3500	19,250	-	-	50	-	23,300
	O	-	200	-	650	23,700	-	-	-	-	1,100
	I/O	50	1200	-	4400	23,700	-	-	200	-	29,550
Winn Lake	%	-	550	-	3500	11,250	-	-	50	/	15,350
	I	-	500	-	3500	19,250	-	-	50	-	23,300
	O	-	200	-	650	23,700	-	-	-	-	1,100
	I/O	50	1200	-	4400	23,700	-	-	200	-	29,550
High Desert	%	-	550	-	3500	11,250	-	-	50	/	15,350
	I	-	500	-	3500	19,250	-	-	50	-	23,300
	O	-	200	-	650	23,700	-	-	-	-	1,100
	I/O	50	1200	-	4400	23,700	-	-	200	-	29,550
Wadford DO	%	-	550	-	3500	11,250	-	-	50	/	15,350
	I	-	500	-	3500	19,250	-	-	50	-	23,300
	O	-	200	-	650	23,700	-	-	-	-	1,100
	I/O	50	1200	-	4400	23,700	-	-	200	-	29,550
Wadford DO	%	-	550	-	3500	11,250	-	-	50	/	15,350
	I	-	500	-	3500	19,250	-	-	50	-	23,300
	O	-	200	-	650	23,700	-	-	-	-	1,100
	I/O	50	1200	-	4400	23,700	-	-	200	-	29,550

OR	W.C.	PA	Acquisition	Conveyance	Ind Use	OTC	Seamble	Seamable	Seamable	Revised	Total
Klamath	-	+	550	-	3500	11,250	-	-	1	/	18,300
	-	+	500	-	3500	19,250	-	-	50	50	15,350
	-	-	200	-	650	250	-	-	50	50	23,300
	-	50	200	-	4400	23,700	-	-	200	200	1,100
Belle Falls	-	+	550	-	3500	11,250	-	-	1	/	29,550
	-	+	500	-	3500	19,250	-	-	50	50	15,350
	-	-	200	-	650	250	-	-	50	50	23,300
	-	50	200	-	4400	23,700	-	-	200	200	1,100
Jacksonville	-	+	550	-	3500	11,250	-	-	1	/	29,550
	-	+	500	-	3500	19,250	-	-	50	50	15,350
	-	-	200	-	650	250	-	-	50	50	23,300
	-	50	200	-	4400	23,700	-	-	200	200	1,100
Grants Pass	-	+	550	-	3500	11,250	-	-	1	/	29,550
	-	+	500	-	3500	19,250	-	-	50	50	15,350
	-	-	200	-	650	250	-	-	50	50	23,300
	-	50	200	-	4400	23,700	-	-	200	200	1,100
Glendale	-	+	550	-	3500	11,250	-	-	1	/	29,550
	-	+	500	-	3500	19,250	-	-	50	50	15,350
	-	-	200	-	650	250	-	-	50	50	23,300
	-	50	200	-	4400	23,700	-	-	200	200	1,100
Pineville DO	-	+	550	-	3500	11,250	-	-	1	/	29,550
	-	+	500	-	3500	19,250	-	-	50	50	15,350
	-	-	200	-	650	250	-	-	50	50	23,300
	-	50	200	-	4400	23,700	-	-	200	200	1,100
Ortial Oregon	-	+	550	-	3500	11,250	-	-	1	/	29,550
	-	+	500	-	3500	19,250	-	-	50	50	15,350
	-	-	200	-	650	250	-	-	50	50	23,300
	-	50	200	-	4400	23,700	-	-	200	200	1,100
Pasadena	-	+	550	-	3500	11,250	-	-	1	/	29,550
	-	+	500	-	3500	19,250	-	-	50	50	15,350
	-	-	200	-	650	250	-	-	50	50	23,300
	-	50	200	-	4400	23,700	-	-	200	200	1,100
Posabing DO	-	+	550	-	3500	11,250	-	-	1	/	29,550
	-	+	500	-	3500	19,250	-	-	50	50	15,350
	-	-	200	-	650	250	-	-	50	50	23,300
	-	50	200	-	4400	23,700	-	-	200	200	1,100

OR	Misc	PA	Requisition	Conveyance and Use	DTG	Leasable	Locatable	Salable	Resources	Total
W. Unpaved	/	-	550	3500	11,250	-	-	50	/	69,300
	-	-	500	3500	19,250	-	-	50	-	15,350
	-	-	200	650	250	-	-	-	-	23,300
	-	50	1200	4400	23,700	-	-	200	-	1,100
S. Unpaved	/	-	550	3500	11,250	-	-	50	/	69,300
	-	-	500	3500	19,250	-	-	50	-	15,350
	-	-	200	650	250	-	-	-	-	23,300
	-	50	1200	4400	23,700	-	-	200	-	1,100
Dillard	/	-	550	3500	11,250	-	-	50	/	69,300
	-	-	500	3500	19,250	-	-	50	-	15,350
	-	-	200	650	250	-	-	-	-	23,300
	-	50	1200	4400	23,700	-	-	200	-	1,100
Diana	/	-	550	3500	11,250	-	-	50	/	69,300
	-	-	500	3500	19,250	-	-	50	-	15,350
	-	-	200	650	250	-	-	-	-	23,300
	-	50	1200	4400	23,700	-	-	200	-	1,100
Salem DO	/	-	550	3500	11,250	-	-	50	/	69,300
	-	-	500	3500	19,250	-	-	50	-	15,350
	-	-	200	650	250	-	-	-	-	23,300
	-	50	1200	4400	23,700	-	-	200	-	1,100
Sanitum	/	-	550	3500	11,250	-	-	50	/	69,300
	-	-	500	3500	19,250	-	-	50	-	15,350
	-	-	200	650	250	-	-	-	-	23,300
	-	50	1200	4400	23,700	-	-	200	-	1,100
Alsea	/	-	550	3500	11,250	-	-	50	/	69,300
	-	-	500	3500	19,250	-	-	50	-	15,350
	-	-	200	650	250	-	-	-	-	23,300
	-	50	1200	4400	23,700	-	-	200	-	1,100
Yamilla	/	-	550	3500	11,250	-	-	50	/	69,300
	-	-	500	3500	19,250	-	-	50	-	15,350
	-	-	200	650	250	-	-	-	-	23,300
	-	50	1200	4400	23,700	-	-	200	-	1,100
Clatsop	/	-	550	3500	11,250	-	-	50	/	69,300
	-	-	500	3500	19,250	-	-	50	-	15,350
	-	-	200	650	250	-	-	-	-	23,300
	-	50	1200	4400	23,700	-	-	200	-	1,100
	/	-	550	3500	11,250	-	-	50	/	69,300
	-	-	500	3500	19,250	-	-	50	-	15,350
	-	-	200	650	250	-	-	-	-	23,300
	-	50	1200	4400	23,700	-	-	200	-	1,100

GR	Misc	PA	Acquisition	Conveyance	Land Use	O+G	Leasehold	Locatable	Subleasable	Reversions	Total
Tillamook	-	-	550	-	3500	11,250	-	-	50	/	19,300
	-	-	500	-	3500	19,250	-	-	50	-	15,350
	-	-	200	-	650	250	-	-	-	-	23,300
	-	50	1200	-	4400	23,700	-	-	200	-	1,100
	-	-	-	-	-	-	-	-	-	-	29,550
Squamea DO	-	-	-	-	-	-	-	-	-	-	-
	-	-	-	-	-	-	-	-	-	-	-
	-	-	-	-	-	-	-	-	-	-	-
	-	-	-	-	-	-	-	-	-	-	-
	-	-	-	-	-	-	-	-	-	-	-
Bosman Wastelake	-	-	550	-	3500	11,250	-	-	50	/	19,300
	-	-	500	-	3500	19,250	-	-	50	-	15,350
	-	-	200	-	650	250	-	-	-	-	23,300
	-	50	1200	-	4400	23,700	-	-	200	-	1,100
	-	-	-	-	-	-	-	-	-	-	29,550
Borden	-	-	550	-	3500	11,250	-	-	50	/	19,300
	-	-	500	-	3500	19,250	-	-	50	-	15,350
	-	-	200	-	650	250	-	-	-	-	23,300
	-	50	1200	-	4400	23,700	-	-	200	-	1,100
	-	-	-	-	-	-	-	-	-	-	29,550
Vope	-	-	-	-	-	-	-	-	-	-	-
	-	-	-	-	-	-	-	-	-	-	-
	-	-	-	-	-	-	-	-	-	-	-
	-	-	-	-	-	-	-	-	-	-	-
	-	-	-	-	-	-	-	-	-	-	-
S. Wallner	-	50	-	-	-	-	-	-	-	/	69,300
	-	-	550	-	3500	11,250	-	-	50	-	15,350
	-	-	500	-	3500	19,250	-	-	50	-	23,300
	-	-	200	-	650	250	-	-	-	-	1,100
	-	50	1200	-	4400	23,700	-	-	200	-	29,550
Baker	-	-	550	-	3500	11,250	-	-	50	/	19,300
	-	-	500	-	3500	19,250	-	-	50	-	15,350
	-	-	200	-	650	250	-	-	-	-	23,300
	-	50	1200	-	4400	23,700	-	-	200	-	1,100
	-	-	-	-	-	-	-	-	-	-	29,550
John Day	-	50	-	-	-	-	-	-	-	/	69,300
	-	-	550	-	3500	11,250	-	-	50	-	15,350
	-	-	500	-	3500	19,250	-	-	50	-	23,300
	-	-	200	-	650	250	-	-	-	-	1,100
	-	50	1200	-	4400	23,700	-	-	200	-	29,550
										Grand Total	759,483.6

Unit	Shed Total 13,230,000	Wear 48	PA 2	Regulation 686	Convergence 571	Band Use 3692	O + L 14,665	Resale 536	Allocations 279,665	Salable 26	Resources 4
SC	% I/O	10 150 250 50 250	10 100 100 - 50	10 1750 7300 3050 18300	10 3150 5400 200 9750	10 65000 65200 11800 81000	90 1,535,500 2,610,000 33,300 3,201,400	40 81,600 42,400 504 100,400	70 58726 195764 195764 195764	10 150 250 100 800	10 150 50 - 100
Call Service	% I/O	10 150 250 50 250	10 100 100 - 50	10 1750 7300 3050 18300	10 3150 5400 200 9750	10 65000 65200 11800 81000	90 1,535,500 2,610,000 33,300 3,201,400	40 81,600 42,400 504 100,400	70 58726 195764 195764 195764	10 150 250 100 800	10 150 50 - 100
Power	% I/O	10 150 250 50 250	10 100 100 - 50	10 1750 7300 3050 18300	10 3150 5400 200 9750	10 65000 65200 11800 81000	90 1,535,500 2,610,000 33,300 3,201,400	40 81,600 42,400 504 100,400	70 58726 195764 195764 195764	10 150 250 100 800	10 150 50 - 100
Express	% I/O	10 150 250 50 250	10 100 100 - 50	10 1750 7300 3050 18300	10 3150 5400 200 9750	10 65000 65200 11800 81000	90 1,535,500 2,610,000 33,300 3,201,400	40 81,600 42,400 504 100,400	70 58726 195764 195764 195764	10 150 250 100 800	10 150 50 - 100
City	% I/O	10 150 250 50 250	10 100 100 - 50	10 1750 7300 3050 18300	10 3150 5400 200 9750	10 65000 65200 11800 81000	90 1,535,500 2,610,000 33,300 3,201,400	40 81,600 42,400 504 100,400	70 58726 195764 195764 195764	10 150 250 100 800	10 150 50 - 100
Dupe	% I/O	10 150 250 50 250	10 100 100 - 50	10 1750 7300 3050 18300	10 3150 5400 200 9750	10 65000 65200 11800 81000	90 1,535,500 2,610,000 33,300 3,201,400	40 81,600 42,400 504 100,400	70 58726 195764 195764 195764	10 150 250 100 800	10 150 50 - 100
Kenab	% I/O	10 150 250 50 250	10 100 100 - 50	10 1750 7300 3050 18300	10 3150 5400 200 9750	10 65000 65200 11800 81000	90 1,535,500 2,610,000 33,300 3,201,400	40 81,600 42,400 504 100,400	70 58726 195764 195764 195764	10 150 250 100 800	10 150 50 - 100
Calcutta	% I/O	10 150 250 50 250	10 100 100 - 50	10 1750 7300 3050 18300	10 3150 5400 200 9750	10 65000 65200 11800 81000	90 1,535,500 2,610,000 33,300 3,201,400	40 81,600 42,400 504 100,400	70 58726 195764 195764 195764	10 150 250 100 800	10 150 50 - 100
Provision	% I/O	10 150 250 50 250	10 100 100 - 50	10 1750 7300 3050 18300	10 3150 5400 200 9750	10 65000 65200 11800 81000	90 1,535,500 2,610,000 33,300 3,201,400	40 81,600 42,400 504 100,400	70 58726 195764 195764 195764	10 150 250 100 800	10 150 50 - 100
Internal	% I/O	10 150 250 50 250	10 100 100 - 50	10 1750 7300 3050 18300	10 3150 5400 200 9750	10 65000 65200 11800 81000	90 1,535,500 2,610,000 33,300 3,201,400	40 81,600 42,400 504 100,400	70 58726 195764 195764 195764	10 150 250 100 800	10 150 50 - 100

[illegible]

W4	Grand Total 24,168,000	Misc 181	PA 0	Acquisition 518	Conspire 300	Grand U.S. 7402	O + B 35,907	Grand U.S. 399	Variables 227,483	Exclusions 304	120000 194	
SD	0%	2	2	2	5	2	50	10	10	2	2	9127500
I/O	I/O	100		1300	2300	26100	1,826,000	15,200	69250	400	150	1929150
I/O	I/O	200		1100	3750	26150	3,124,000	7,550	22850	600	250	3186350
I/O	I/O	50		450	150	4750	31,500	500	22750	200	-	68350
I/O	I/O	300		2750	6850	32950	3,842,000	22,400	22750	1900	1200	3922100
Casper	I/O	50		650	900	13050	547,800	15,200	68350	200	50	2867200
I/O	I/O	100		550	1500	13100	937,200	7,550	22750	300	100	646150
I/O	I/O	50		250	50	2350	11,850	500	22750	100	-	483150
I/O	I/O	150		1400	2750	16450	1,522,000	22,400	22750	950	600	37900
Phat	I/O	600		7100	4400	143450	-	9100	40947	2100	800	686900
I/O	I/O	1050		6050	7550	143900	300	4550	13649	3300	1300	208497
I/O	I/O	200		2550	250	26100	13,450	300	13649	1050	50	181349
I/O	I/O	1650		15200	13700	181150	-	13450	13649	10450	700	44149
Buffalo	I/O	600		7100	4400	143450	-	9100	40947	2100	800	255949
I/O	I/O	1050		6050	7550	143900	-	4550	13649	3300	1300	689944
I/O	I/O	200		2550	250	26100	-	300	13649	1050	50	208997
I/O	I/O	1650		15200	13700	181150	-	13450	13649	10450	700	181349
Newcastle	I/O	600		7100	4400	143450	-	9100	40947	2100	800	255949
I/O	I/O	1050		6050	7550	143900	-	4550	13649	3300	1300	689944
I/O	I/O	200		2550	250	26100	-	300	13649	1050	50	208997
I/O	I/O	1650		15200	13700	181150	-	13450	13649	10450	700	255949
Barclay	I/O	50		650	900	13050	547,800	15,200	68245	200	50	2887237
I/O	I/O	100		550	1500	13100	937,200	7,550	22748	300	100	646145
I/O	I/O	50		250	50	2350	11,850	500	22748	100	-	989148
I/O	I/O	150		1400	2750	16450	1,522,000	22,400	22748	950	600	3788
Purple	I/O	300		3200	6850	65200	-	4100	27278	950	350	1220048
I/O	I/O	450		2750	3750	65400	3,124,000	3000	9099	1500	600	337845
I/O	I/O	100		150	150	11850	11,850	200	9099	450	-	105598
I/O	I/O	150		1400	6850	82350	1,522,000	8950	9099	4750	3050	86549
McLennan	I/O	150		1950	1300	39100	-	3050	13649	550	200	22999
I/O	I/O	300		1650	2750	39250	-	1500	4850	900	350	175359
I/O	I/O	50		100	100	7100	-	100	4550	300	-	59949
I/O	I/O	450		4150	4100	49400	-	4500	4550	2850	1800	50750
I/O	I/O	150		11	10	11	-	9100	40947	2100	800	12900
I/O	I/O	600		7100	4400	143450	-	4550	13649	3300	1300	71800
I/O	I/O	1050		6050	7550	143900	-	300	13649	1050	50	689744
I/O	I/O	200		2550	250	26100	-	300	13649	1050	50	208497
I/O	I/O	1650		15200	13700	181150	-	13450	13649	10450	700	44149
I/O	I/O	600		7100	4400	143450	-	9100	40947	2100	800	255949
I/O	I/O	1050		6050	7550	143900	-	4550	13649	3300	1300	689944
I/O	I/O	200		2550	250	26100	-	300	13649	1050	50	208997
I/O	I/O	1650		15200	13700	181150	-	13450	13649	10450	700	255949

2. Frequency

Data from Tables 4.1 through 4.5 was used to generate the data contained in Table 4.6. The information presented on Table 4.6 is categorized on many different levels. Each page represents the peak data volume (V) in thousands of pages (M pgs), and the peak load frequency (F) in pages per case per year (pgs/case/year) for each case group type (1 through 10) for each administrative state and for each aggregated site within the administrative state (State Office, District Offices, Area Offices). Each chart lists the locations (aggregated sites) on the left side of the chart and the case type group across the top half (1-5) of the page and 6 through 10 across the bottom half of the page. Within each case group type, the peak load volume and frequency are divided between alphanumeric (A/N) and graphic (G). The values given for volume and frequency represent the total for all area and district offices within the administrative state. The grand total is the sum of the totals for V and F within the given case type group. The legend describes how the alphanumeric and graphic data are distributed from the spread sheets for lands (case group types 1 through 5 and 10) and minerals (6-9) where 75 percent of the total pages falls into the alphanumeric category for case group types 1-5 and 10, and 65 percent of the total page count is put into the A/N group for case group types 6-9.

II. SYSTEM CONFIGURATION DESCRIPTION

3. Storage for manual system

The statistics attached are for the volume of records related to cadastral survey and ownership and use records. The figures for the cadastral survey paper records include these originals not now generally available for direct use by the general public. The microform copies of the plats and the survey notes are generally available for direct use by the public. The copies are made available upon request.

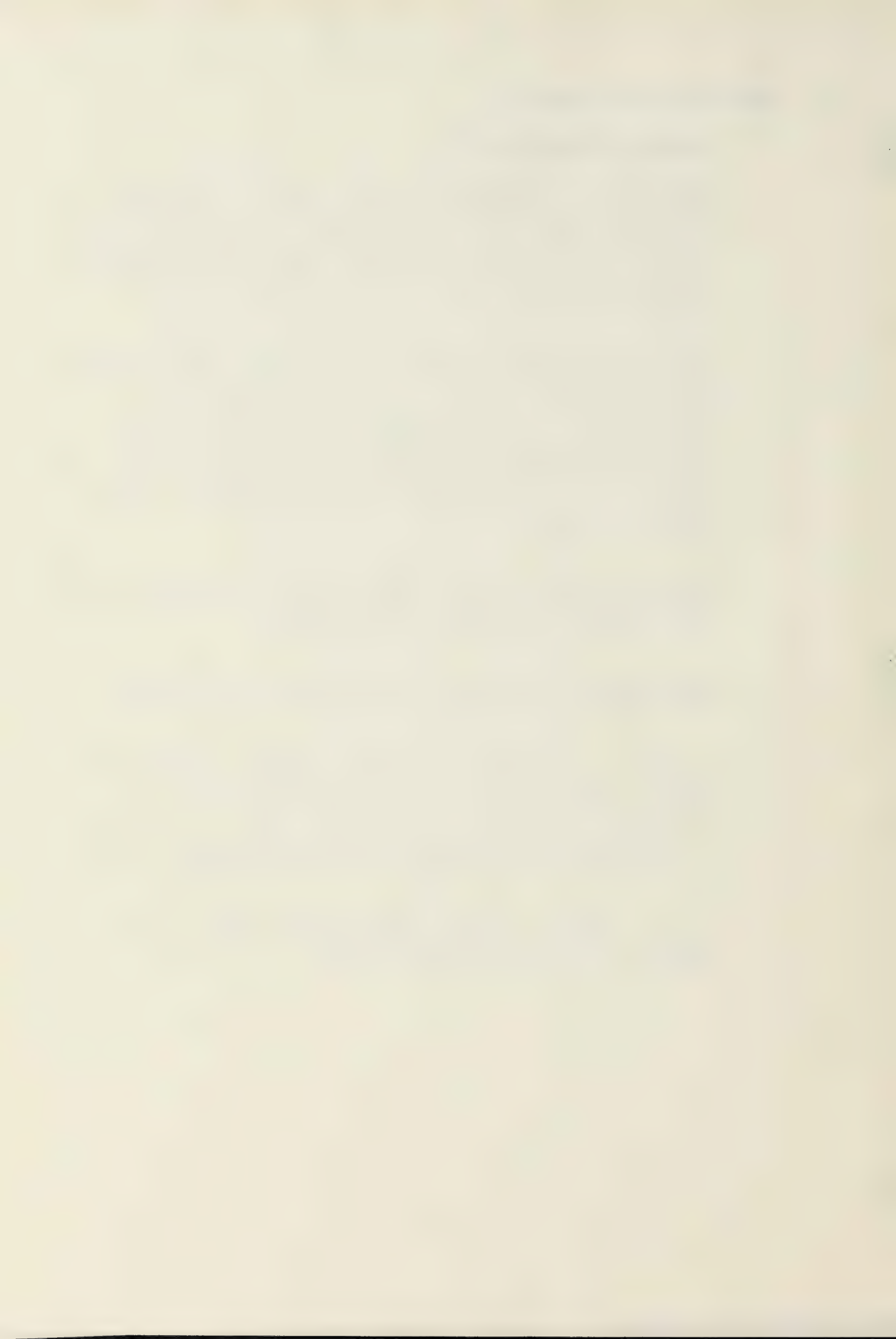
The ownership and use records, e.g. MTP, USC, HI and CDI, are all copies of the originals and are placed in public rooms at State, District, and Resource Area offices. Copies are made and distributed at the time the originals are updated. Copies are made available to the general public, including other federal agencies, state and local governments. The Serial Register Pages (SRP), originally filed in special looseleaf books, are available to the users in several forms. Some are on microform; some are available in the serial register books, and others are available as computer printouts.

The "Land Office" plats are still in active use for several states administered by the Eastern States Office. In the western states, these plats have been replaced by the MTPs and Use Plats, but are still available for reference when required.

The Tract Books are still in use for the states under the administration of the Eastern States Office. In the western states, they are available as reference data upon request.

The charts in this section, II.A.2.F., indicate estimates of 15 sources of data contained in the manually maintained land and mineral records system. The reader should understand that redundancy of data exists across many of these 15 data sources. Therefore, when looking toward automation of land and mineral data and the capability that machine processing can bring to such a base of data, each data item will need to be entered only once.

Further, several of these 15 sources will be used with any automated system as reference material in the same manner they are now used with the current manual system.



ALMRS CURRENT SYSTEM

MODULE: | X | Case Processing

ADMIN. STATE: ARIZONA

| | Query

| | Mgt. Info. & Reports

LOCATION	1		2		3		4		5											
	A/N		A/N		A/N		A/N		A/N											
	V	F	V	F	V	F	V	F	V	F										
State Office:																				
TOTAL	.30	100	.10	33	.56	560	.19	190	19.76	1235	6.59	412	12.34	4113	4.11	1370	63.15	942	21.05	314
District Office:																				
TOTAL	0	0	0	0	.08	80	.02	20	7.69	481	2.56	160	6.45	2150	2.15	717	25.24	377	8.41	126
Area Office:																				
TOTAL	0	0	0	0	.45	450	.15	150	37.42	2339	12.48	780	23.18	7727	7.72	2573	122.02	1821	40.68	607
GRAND TOTAL																				
TOTAL	.30	100	.10	33	1.09	1090	.36	360	64.87	4055	21.63	1352	41.97	13990	13.98	4660	210.41	3140	70.14	1047

LOCATION	6			7			8			9			10							
	A/N		G	A/N		G	A/N		G	A/N		G	A/N		G					
	V	F	V	F	V	F	V	F	V	F	V	F	V	F	V	F				
State Office:																				
TOTAL	218.06	973	72.69	324	6.66	6660	3.59	3590	14341.86	UNK	7722.54	UNK	1.30	650	.70	350	.22	UNK	.08	UNK
District Office:																				
TOTAL	5.78	26	1.92	9	.75	750	.40	400	6214.75	UNK	3346.40	UNK	.46	230	.24	120	.04	UNK	.01	UNK
Area Office:																				
TOTAL	431.89	1928	232.56	1038	0	0	0	0	26819.39	UNK	14441.21	UNK	2.02	1010	1.08	540	.19	UNK	.06	UNK
GRAND TOTAL	655.73	2927	307.17	1371	7.41	7410	3.99	3990	47376.00	UNK	25510.15	UNK	3.78	1890	2.02	1010	.45	UNK	.15	UNK

LEGEND:

[V] = M pgs

[F] = pgs/case/year

A/N

LANDS 1-5, 10

MINERALS 6-9

G

75%

65%

25%

35%

MODULE: | X | Case Processing

☐ Query

☐ Mgt. Info. & Reports

ADMIN. STATE: CALIFORNIA

LOCATION	1					2					3					4					5				
	A/N		G		A/N	A/N		G		A/N	A/N		G		A/N	A/N		G		A/N	A/N		G		A/N
	V	F	V	F	V	F	V	F	V	F	V	F	V	F	V	F	V	F	V	F	V	F	V	F	V
State Office:																									
TOTAL	0	0	0	0	0	0	0	0	0	0	9.8	93.3	3.3	31.4	12.3	192.2	4.1	64.1	0	0	0	0	0	0	0
District Office:																									
TOTAL	.113	UNK	.038	UNK	.825	UNK	.275	UNK	16.7	159.0	5.5	52.4	27.8	434.4	9.3	145.3	377.5	1662.9	125.8	554.2					
Area Office Type:																									
TOTAL	.113	UNK	.038	UNK	2.0	UNK	.700	UNK	71.6	681.9	23.9	227.6	150.1	2345.3	50.0	781.3	924.1	4070.9	308.0	1356.8					
GRAND TOTAL	.226	UNK	.076	UNK	2.285	UNK	.975	UNK	98.1	934.2	32.7	311.4	190.2	2971.9	63.4	990.7	1301.6	5733.8	433.8	1911.0					

LOCATION	6					7					8					9					10				
	A/N		G		A/N	A/N		G		A/N	A/N		G		A/N	A/N		G		A/N	A/N		G		A/N
	V	F	V	F	V	F	V	F	V	F	V	F	V	F	V	F	V	F	V	F	V	F	V	F	V
State Office																									
TOTAL	300.1	413.4	161.6	222.6	7.6	950.0	4.1	512.5	3306.5	UNK	1780.4	UNK	0	0	0	0	0	0	0	UNK	0	UNK	0	UNK	0
District Office:																									
TOTAL	525.1	723.3	282.8	389.5	15.1	1887.5	8.2	1025.0	7604.9	UNK	4095.0	UNK	.780	390.0	.420	210.0	1.125	UNK	.375	UNK					
Area Office Type:																									
TOTAL	675.2	930.0	363.5	500.7	53.2	6650.0	28.7	3587.5	22153.4	UNK	11928.7	UNK	1.775	887.5	.945	472.5	2.663	UNK	.887	UNK					
GRAND TOTAL	1500.4	2066.7	807.9	1121.8	75.9	9487.5	41.0	5125.0	33064.8	UNK	17804.1	UNK	2.555	1277.5	1.365	682.5	3.788	UNK	1.262	UNK					

LEGEND:

[V] = M pgs

[F] = pgs/case/year

LANDS 1-5, 10

MINERALS 6-9

A/N 75%

G 25%

A/N 65%

G 35%

ALMRS CURRENT SYSTEM

MODULE: | X | Case Processing | ADMIN. STATE: | COLORADO |
| | Query |
| | Mgt. Info. & Reports |

LOCATION	1		2		3		4		5											
	A/N		A/N		A/N		A/N		A/N											
	V	F	V	F	V	F	V	F	V	F										
State Office:																				
TOTAL	.225	6.2	.075	2.1	.075	75	.025	25	6.863	102	2.287	34	11.8	454	3.9	150	32.9	138	11.0	46
District Office:																				
TOTAL	.900	25	.300	8.3	.300	300	.100	100	27.5	410	9.1	136	8.1	312	2.7	104	131.6	551	43.8	183
Area Office:																				
TOTAL	3.525	98	1.175	32.6	1.538	1538	.512	512	101.9	1521	34.0	507	30.6	1177	10.2	392	492.5	2061	164.2	687
GRAND TOTAL																				
GRAND TOTAL	4.650	129.2	1.550	43	1.913	1913	.637	637	136.263	2033	45.387	677	50.5	1943	16.8	646	657.0	2750	219.0	916

LOCATION	6				7				8				9				10			
	A/N		G		A/N		G		A/N		G		A/N		G		A/N		G	
	V	F	V	F	V	F	V	F	V	F	V	F	V	F	V	F	V	F	V	F
State Office:																				
TOTAL	1849.3	1417	995.7	763	68.8	6254	37.1	3373	37041.8	UNK	19945.6	UNK	0	0	0	0	0	0	0	0
District Office:																				
TOTAL	704.3	540	379.3	291	19.6	1782	10.6	964	1743.2	UNK	938.6	UNK	0	0	0	0	0	0	0	0
Area Office:																				
TOTAL	942.2	722	507.3	389	10.7	973	5.8	527	4793.7	UNK	2581.3	UNK	0	0	0	0	0	0	0	0
GRAND TOTAL	3495.8	2679	1882.3	1443	99.1	9009	53.5	4864	43578.7	UNK	23465.5	UNK	0	0	0	0	0	0	0	0

LEGEND: [V] = M pgs [F] - pgs/case/year
LANDS 1-5, 10 MINERALS 6-9
A/N 75% 65% G 25% 35%

ALMRS CURRENT SYSTEM

MODULE: X Case Processing ADMIN. STATE: EASTERN STATES
Query
Mgt. Info. & Reports

LOCATION	1		2		3		4		5	
	A/N		G		A/N		G		A/N	
	V	F	V	F	V	F	V	F	V	F
State Office:										
	.22	44	.08	16	.30	UNK	.10	UNK	16.28	2035
									5.42	678
District Office:										
	0	0	0	0	0	0	0	0	0	0
Area Office:										
	.08	16	.02	4	.15	UNK	.05	UNK	16.35	2044
									5.45	681
GRAND TOTAL	.30	60	.1	20	.45	UNK	.15	UNK	32.63	4079
									10.87	1359
									103.88	1071
									34.62	357
									15.48	UNK
									5.17	UNK

LOCATION	6		7		8		9		10	
	A/N		G		A/N		G		A/N	
	V	F	V	F	V	F	V	F	V	F
State Office:										
	3510.91	4931	1890.49	2655	317.17	3731	170.78	2009	0	0
									0	0
District Office:										
	0	0	0	0	0	0	0	0	0	0
Area Office:										
	390.13	548	210.07	295	35.26	415	18.99	223	0	0
									0	0
GRAND TOTAL	3901.04	5479	2100.56	2950	352.43	4146	189.77	2232	0	0
									0	0
									0	0
									0	0

LEGEND:

[V] = M pgs
[F] = pgs/case/year
A/N 75%
G 25%
LANDS 1-5, 10 65%
MINERALS 6-9 35%

MODULE: X Case Processing ADMIN. STATE: IDAHO
Query
Mgt. Info. & Reports

LOCATION	1		2		3		4		5									
	A/N		G		A/N		G		A/N									
	V	F	V	F	V	F	V	F	V	F								
State Office:																		
TOTAL	.150	9.3	.050	3	0	0	52.8	1123	17.6	374	53.5	540	17.8	180	44.5	543	14.8	180
District Office																		
TOTAL	.563	35	.187	12	0	0	39.6	842	13.2	281	37.5	379	12.5	126	156.4	1907	52.1	635
Area Office:																		
TOTAL	2.287	143	.763	48	0	0	39.6	842	13.2	281	176.9	1787	59.0	596	667.6	8141	222.6	2715
GRAND TOTAL																		
TOTAL	3.000	187.3	1.000	63	0	0	132.0	2807	44.0	936	267.9	2706	89.3	902	868.5	10591	289.5	3530

LOCATION	6				7				8				9				10			
	A/N		G		A/N		G		A/N		G		A/N		G		A/N		G	
	V	F	V	F	V	F	V	F	V	F	V	F	V	F	V	F	V	F	V	F
State Office:																				
TOTAL	1011.3	2786	544.5	1500	161.1	9476	86.7	5100	33546.3	UNK	18063.4	UNK	0	0	0	0	.488	UNK	.162	UNK
District Office:																				
TOTAL	56.2	155	30.3	83	0	0	0	0	2236.4	UNK	1204.2	UNK	.163	UNK	.087	UNK	1.8	UNK	.600	UNK
Area Office:																				
TOTAL	56.2	155	30.3	83	8.5	500	4.6	270	8965.6	UNK	4827.6	UNK	.423	UNK	.227	UNK	7.2	UNK	2.4	UNK
GRAND TOTAL	1123.7	3096	605.1	1666	169.6	9976	91.3	5370	44748.3	UNK	24095.2	UNK	.586	UNK	.314	UNK	9.488	UNK	3.162	UNK

LEGEND: [V] = M pgs [F] = pgs/case/year A/N 75% G 25% LANDS 1-5, 10 MINERALS 6-9 65% 35%

MODULE: X Case Processing

Query

Mgt. Info. & Reports

ADMIN. STATE: MONTANA

LOCATION	1		2		3		4		5	
	A/N		G		A/N		G		A/N	
	V	F	V	F	V	F	V	F	V	F
State Office:										
District Office:										
Area Office:										
TOTAL	0	0	0	0	0	0	0	42.15	176	14.05
TOTAL	1.05	262.5	.35	875	.45	UNK	.15	UNK	54.68	316
TOTAL	2.59	647.5	.86	215	1.12	UNK	.38	UNK	140.62	813
GRAND TOTAL	3.64	910.0	1.21	302	1.57	UNK	.53	UNK	195.3	1129

LOCATION	6		7		8		9		10	
	A/N		G		A/N		G		A/N	
	V	F	V	F	V	F	V	F	V	F
State Office:										
District Office:										
Area Office:										
TOTAL	4708.27	1882	2535.23	1013	23.14	1653	12.46	890	11605.1	UNK
TOTAL	1569.43	627	845.07	338	21.90	1564	11.80	843	2785.12	UNK
TOTAL	0	0	0	0	31.66	2261	17.05	1218	8819.46	UNK
GRAND TOTAL	6277.7	2509	3380.3	1351	76.7	5478	41.31	2951	23209.68	UNK

LEGEND:

[V] = M pgs

[F] = pgs/case/year

A/N

G

LANDS 1-5, 10

MINERALS 6-9

75%

65%

25%

35%

MODULE:	X	Case Processing	ADMIN. STATE:	NEVADA
		Query		
		Mgt. Info. & Reports		

LOCATION	1			2			3			4			5							
	A/N		G	A/N		G	A/N		G	A/N		G	A/N		G					
	V	F	V	F	V	F	V	F	V	F	V	F	V	F	V					
State Office:	0	0	0	0	.04	UNK	.12	UNK	2.29	164	.76	54	29.92	147	9.98	49	26.10	82	8.70	27
District Office:																				
Area Office:	.075	UNK	.025	UNK	.41	UNK	.14	UNK	14.14	1010	4.71	336	185.55	914	61.86	305	161.89	509	53.96	170
TOTAL	.075	UNK	.025	UNK	.98	UNK	.32	UNK	29.18	2084	9.72	694	383.06	1887	127.69	629	333.82	1050	111.28	350
GRAND TOTAL	.15	UNK	.05	UNK	1.43	UNK	.58	UNK	45.61	3258	15.19	1084	598.57	2948	199.53	983	521.81	1641	173.94	547

LOCATION	6			7			8			9			10							
	A/N		G	A/N		G	A/N		G	A/N		G	A/N		G					
	V	F	V	F	V	F	V	F	V	F	V	F	V	F	V	F				
State Office:																				
TOTAL	2292.81	2088	1234.59	1124	49.40	8233	26.60	4433	53694.16	UNK	28912.24	UNK	.19	UNK	.11	UNK	.04	40	.01	10
District Office:																				
TOTAL	372.64	339	200.66	183	8.06	1343	4.34	723	8696.12	UNK	4682.53	UNK	1.17	UNK	.63	UNK	.15	150	.05	50
Area Office:																				
TOTAL	200.66	183	108.04	98	4.36	727	2.34	390	4698.26	UNK	1807.02	UNK	2.40	UNK	1.30	UNK	.26	260	.09	90
GRAND TOTAL	2866.11	2610	1543.29	1405	61.82	10303	33.28	5546	67088.5	UNK	35401.8	UNK	3.76	UNK	2.04	UNK	.45	450	.15	150

LEGEND:

[V] = M pgs	LANDS 1-5, 10	$\frac{A/N}{75\%}$	$\frac{G}{25\%}$
[F] = pgs/case/year	MINERALS 6-9	$\frac{A/N}{65\%}$	$\frac{G}{35\%}$

MODULE: X Case Processing

ADMIN. STATE: NEW MEXICO

Query

Mgt. Info. & Reports

LOCATION	1		2		3		4		5	
	A/N		G		A/N		G		A/N	
	V	F	V	F	V	F	V	F	V	F
State Office:										
TOTAL	0	0	0	0	0	0	28.8	300	9.6	100
District Office:										
TOTAL	11.4	712	3.8	238	0.68	--	0.22	--	16.95	585
Area Office:										
TOTAL	40.6	2538	13.5	844	2.36	--	0.79	--	60.04	2070
GRAND TOTAL	52.0	3250	17.3	1082	3.04	--	1.01	--	76.99	2655

LOCATION	6		7		8		9		10	
	A/N		G		A/N		G		A/N	
	V	F	V	F	V	F	V	F	V	F
State Office:										
TOTAL	3117.04	1686	1678.41	908	262.89	15464	141.56	8327	20546.82	UNK
District Office:										
TOTAL	1324.73	716	713.32	386	0	0	0	4109.69	UNK	2212.91
Area Office:										
TOTAL	1350.85	1812	1804.30	976	28.89	1699	15.56	915	2739.59	UNK
GRAND TOTAL	7792.62	4214	4196.03	2270	291.78	17163	157.12	9242	27396.1	UNK

LEGEND:

[V] = M pgs

[F] = pgs/case/year

LANDS 1-5, 10

MINERALS 6-9

A/N

G

75%

65%

25%

35%

ALMRS CURRENT SYSTEM

MODULE: X Case Processing ADMIN. STATE: OREGON

Query

Mgt. Info. & Reports

LOCATION	1		2		3		4		5											
	A/N		A/N		A/N		A/N		A/N											
	V	F	V	F	V	F	V	F	V	F										
State Office:																				
TOTAL	2.062	516	.688	172	4.2	UNK	1.4	UNK	124.8	1023	41.6	341	70.9	834	23.6	278	605.3	4289	201.7	1576
District Office:																				
TOTAL	0	0	0	0	.037	UNK	.013	UNK	0	0	0	0	0	0	0	0	9.0	70	3.0	23
Area Office:																				
TOTAL	0	0	0	0	1.275	UNK	.425	UNK	60.6	497	20.2	166	0	0	0	0	298.2	2330	99.4	776
GRAND TOTAL																				
TOTAL	2.062	516	.688	172	5.512	UNK	1.838	UNK	185.4	1520	61.8	507	70.9	834	23.6	278	912.5	6689	304.1	2375

LOCATION	6			7			8			9			10								
	A/N		G	A/N		G	A/N		G	A/N		G	A/N		G						
	V	F	V	F	V	F	V	F	V	F	V	F	V	F	V	F					
State Office:	TOTAL	2372.3	1877	1277.4	1011	18.4	UNK	9.9	UNK	16231.3	UNK	8739.9	UNK	13.6	UNK	7.3	UNK	.263	UNK	.087	UNK
District Office:	TOTAL	35.4	28	19.1	15	0	0	0	0	0	0	0	.195	UNK	.105	UNK	0	0	0	0	0
Area Office:	TOTAL	1168.0	924	628.9	498	0	0	0	0	0	0	0	6.2	UNK	3.4	UNK	0	0	0	0	0
GRAND TOTAL		3575.7	2829	1925.4	1524	18.4	UNK	9.9	UNK	16231.3	UNK	8739.9	UNK	19.995	UNK	10.805	UNK	.263	UNK	.087	UNK

LEGEND:

[V] = M pgs

[F] = pgs/case/year

LANDS 1-5, 10

MINERALS 6-9

A/N

75%

65%

G

25%

35%

MODULE: X Case Processing ADMIN. STATE: UTAH

Query

Mgt. Info. & Reports

LOCATION	1		2		3		4		5											
	A/N		G		A/N		G		A/N											
	V	F	V	F	V	F	V	F	V	F										
State Office:	.525	48	.175	16	.188	UNK	.062	UNK	25.1	584	8.3	193	13.9	434	4.6	144	168.1	509	56.0	170
District Office:	1.050	95	.350	32	.037	UNK	.013	UNK	50.0	1163	16.7	388	29.1	909	9.7	303	336.3	1019	112.1	340
Area Office:	3.6	327	1.2	109	.187	UNK	.063	UNK	175.1	4072	58.4	1358	95.7	2990	31.9	997	1176.8	3566	392.3	1189
GRAND TOTAL	5.175	470	1.725	157	.412	UNK	.138	UNK	250.2	5819	83.4	1939	138.7	4333	46.2	1444	1681.2	5094	560.4	1699

LOCATION	6				7				8				9				10			
	A/N		G		A/N		G		A/N		G		A/N		G		A/N		G	
	V	F	V	F	V	F	V	F	V	F	V	F	V	F	V	F	V	F	V	F
State Office:																				
TOTAL	4795.8	3418	2582.4	1841	159.2	3883	85.7	2090	41164.3	UNK	22165.4	UNK	.845	211	.455	114	.225	UNK	.075	UNK
District Office:																				
TOTAL	532.9	380	286.9	204	79.6	1941	42.8	1044	5880.6	UNK	3166.5	UNK	1.787	447	.963	241	.225	UNK	.075	UNK
Area Office:																				
TOTAL	0	0	0	0	158.4	3863	85.3	2080	11761.4	UNK	6333.0	UNK	6.5	1625	3.5	875	.825	UNK	.275	UNK
GRAND TOTAL	5328.7	3798	2869.3	2045	397.2	9688	213.8	5215	58806.3	UNK	31664.9	UNK	9.132	2283	4.918	1230	1.275	UNK	.425	UNK

LEGEND:

[V] = M pgs

[F] = pgs/case/year

LANDS 1-5, 10

MINERALS 6-9

A/N

G

75%

65%

25%

35%

MODULE: ☒ X Case Processing

ADMIN. STATE: WYOMING

☐ Query

☐ Mgt. Info. & Reports

LOCATION	1		2		3		4		5	
	A/N		G		A/N		G		A/N	
	V	F	V	F	V	F	V	F	V	F
State Office Type:										
SUBTOTAL	.49	10.6	.16	3.5	0	0	0	0	4.20	93.3
Dist. Office Type:										
SUBTOTAL	.52	11.3	.18	3.9	0	0	0	0	4.28	95.1
Area Office Type:										
SUBTOTAL	22.95	499	7.65	166	0	0	0	0	202.20	4493
GRAND TOTAL	23.96	520.9	7.99	173.4	0	0	0	0	210.68	4681.4

LOCATION	6		7		8		9		10	
	A/N		G		A/N		G		A/N	
	V	F	V	F	V	F	V	F	V	F
State Office:										
District Office:										
Area Office:										
TOTAL	5740.48	1655	3091.02	891	29.67	539	15.98	290	4919.46	UNK
TOTAL	3444.28	993	1854.62	535	59.34	1079	31.96	581	9838.92	UNK
TOTAL	2296.19	662	1236.41	356	204.85	3724	110.30	2005	34436.32	UNK
GRAND TOTAL	11480.95	3310	6182.05	1782	293.86	5342	158.24	2876	49194.70	UNK

LEGEND:

[V] = M pgs

[F] = pgs/case/year

A/N

75%

65%

G

25%

35%

LANDS 1-5, 10

MINERALS 6-9

A short explanation of each of the 15 columns follows:

Column Number 1, Paper Cadastral Plats

The number in this column includes an estimate of plats for all types of survey, e.g., Township, Mineral Survey, Homestead, and Small Holding. The paper plats are maintained at current BLM State offices including the Eastern States Office. None is housed at field offices, e.g., District Offices. Cadastral plats are used in case processing to verify land description, acreage, or relationship of various parcels of lands.

Column Number 2, Microform of Cadastral Plats

This column includes the number of microfilm in each State office listed. Each township includes at least one fiche. Many townships have multiple fiche. Copies of the microfiche are furnished to field offices. Microfilm provides the medium to furnish cadastral plat data to field offices and the public.

Column Number 3, Paper-Cadastral Survey Notes

This column includes the number of pages of survey notes maintained in BLM State offices. Most are in bound volumens. None is located in District or Resource Area offices. Survey notes are used in conjunction with the cadastral plats to verify land description, locate land parcels, and provide survey data to field offices and the public.

Column Number 4, Microform of Cadastral Survey Notes

Where the notes have been filmed, copies have been made available to District offices. Microfilm of survey notes provides a medium to furnish survey note data to field offices and the public.

Column Number 5, Master Title Plats

This column includes the number of MTPs in those states where they have been constructed, including the eleven western states and portions of North Dakota, South Dakota, Nebraska, Kansas and Oklahoma. The originals are constructed on a relatively permanent medium, such as mylar or vellum. Some states are on deteriorating media now in need of reconstruction. Copies placed in the public rooms and field offices are paper or microfilm, depending upon the system installed. Master Title Plats show status and ownership data for land in a township and are used as an aid in determining federal interests in surface or subsurface rights.

Column Number 6, Use Plats

This column includes the number of use plats in the state. Use plats are copies of the MTP for the township with the leases or use involved added to it. Use plats are constructed only for those townships having enough activity to warrant their need. Copies are furnished to public rooms and field offices where the township is located. Use plats show authorizations, such as oil and gas and geothermal leases, coal or phosphate leases, etc.

Column Number 7, Historical Index

This column records the number of HIs included in each State office. HIs are furnished to field offices upon request. Depending upon the system installed in a specific state, the copies in the public room are either paper or microfilm. Historical Index is a chronological record of title, base and permit activity affecting status in a specific township.

Column Number 8, Control Document Index

This column includes the number of CDIs maintained in each State Office. Copies are furnished to field offices only upon request. These are a microfilm included within an aperture card.

The Control Document Index is a file of aperture cards containing copies of title and other documents affecting status and ownership for a specific township. They are used to verify actions noted on the Master Title Plats and on the Historical Index, and to furnish copies of the documents to the users of the records.

Column Number 9, Serial Register Page

This column includes at least one page for each land or mineral case processed since 1908. Many case have multiple pages. Copies are furnished to the Field Office where the lands involved in the case are located. Serial Register Pages are resumes of the chronological actions occurring from the filing of the application to the final resolution of the processing of the case.

Column Number 10, Number of Active Case Files

This column includes the number of active cases by office indicated. Active case include case pending some action by BLM. These estimates are from the currently operational Case Recordation System. Column 10 is an estimate of the total number of cases in the current manual system.

Column Number 11, Number of Inactive Files

Because of the lack of statistics for this subject, no data are entered.

Column Number 12, Number of Cases Processed to Conclusion

Includes cases that are waiting to be, or have been, sent to the Federal Records Centers

Column Number 13, Land Office Plats

This column includes the number of "local" Land Office Plats maintained in the original paper, the triplicate original, or microfilm for each plat. Many of the paper plats in the western states have been microfilmed, and the triplicate original copy on

Column Number 13 (continued)

which notations were made has been archived in the Federal Records Centers. Some states still have them for reference use when required. In the Eastern States Office, the plats are maintained because no MTPs or Use Plats were constructed for the eastern states.

The Land Office Plat is the triplicate original copy of the cadastral plat on which notations were made of application, title, permit and segregation actions. These plats are used for reference material in case processing and for status research work. These plats were used until the MTPs were installed during the past 25 years.

Column Number 14, Land Office Tract Books

These bound volumes are still maintained in the eastern states offices. Some are kept in the western states offices for reference purposes. Many have been microfilmed, and the bound volumes have been archived. The number of pages has been estimated and includes either the original volumes or microfilm.

Tract books are used in research for status and ownership work. These tract books were used in conjunction with the plat books to record the actions taken on cases involving title and permitting actions on the specific lands.

Column Number 15, Miscellaneous File Documents

This column includes the number of pages maintained for purposes of determining title of use of lands included in the public land record but not contained within the previous columns of this table. Miscellaneous File Documents are those not normally in the formalized serial numbering system but are a part of the "status" of the public land record system. These documents vary in subject matter and volume among the states.

TABLE - Estimated Volume of Records Indicating Storage Requirements

Volume of Records									
Cadastral Survey				Ownership and Use Records				Land Office	
Plats		Notes		List		Serial Reg		Case Files	
Paper	Micro	Paper	Micro	Title	Plate	Index	Doc	Active	In-Active
form	form	form	form	form	form	form	form	form	form
100	100	100	100	100	100	100	100	100	100
1	2	3	4	5	6	7	8	9	10
312	312	312	312	312	312	312	312	312	312
109	109	109	109	109	109	109	109	109	109
35	35	35	35	35	35	35	35	35	35
9	9	9	9	9	9	9	9	9	9
38	38	38	38	38	38	38	38	38	38
27	27	27	27	27	27	27	27	27	27
25	25	25	25	25	25	25	25	25	25
11	11	11	11	11	11	11	11	11	11
8	8	8	8	8	8	8	8	8	8
6	6	6	6	6	6	6	6	6	6
69	69	69	69	69	69	69	69	69	69
31	31	31	31	31	31	31	31	31	31
21	21	21	21	21	21	21	21	21	21
109	109	109	109	109	109	109	109	109	109
22	22	22	22	22	22	22	22	22	22
11	11	11	11	11	11	11	11	11	11
45	45	45	45	45	45	45	45	45	45
182	182	182	182	182	182	182	182	182	182
44	44	44	44	44	44	44	44	44	44
22	22	22	22	22	22	22	22	22	22
35	35	35	35	35	35	35	35	35	35
27	27	27	27	27	27	27	27	27	27
22	22	22	22	22	22	22	22	22	22
156	156	156	156	156	156	156	156	156	156
63	63	63	63	63	63	63	63	63	63
130	130	130	130	130	130	130	130	130	130
38	38	38	38	38	38	38	38	38	38
10	10	10	10	10	10	10	10	10	10
524	524	524	524	524	524	524	524	524	524
383	383	383	383	383	383	383	383	383	383
9465	9465	9465	9465	9465	9465	9465	9465	9465	9465
85	85	85	85	85	85	85	85	85	85
61	61	61	61	61	61	61	61	61	61
126	126	126	126	126	126	126	126	126	126
1107	1107	1107	1107	1107	1107	1107	1107	1107	1107

(1) The number in column 10 represents total number of cases on these recordation system. No breakdown of active, inactive and closed is made.

(2) Tract Book & Plat Book on 230 rolls of microfilm at 600 images/roll Estimate for 4836 Tracts 12090 Plats 138,000 - 12,800 = 125,910 Tract Book pages

Conversion of Numbers of Documents To Equivalent Pages in 000s (rounded up)

TABLE

**Conversion of Numbers
of Documents To
Equivalent Pages
in 000s (rounded up)**

TABLE

(1) Number of "local"
land OFFICE PLANTS
residing in the
Eastern States Office

(2)

The number in Column 10
Represents Total number
of Cases on the Case
Recordation System. No
breakdown of Active,
Inactive and Closed is made.

TABLE - Estimated Volume of Records Indicating Storage Requirements

AREA PCF OF SF DI	Volume of Records										Ownership and Use Records					Case Files		Land Office		Tract		Misc		
	Cadastral Survey					Plats					Master		Use		Hist		Serial Reg		In- Active		Book Files		Doc	
	Paper	Micro	Paper	Micro	Form	Title	Plat	Plat	Plat	Plat	Index	Index	Index	Index	Page	Active	Active	Active	Active	Book	Files	Tract	Misc	
	002	002	002	002	002																			
	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	
IDAHO STATE OFFICE	269	269	4040	842	2800	1050	10000	232 000	174 000	103818	6	7	8	9	10	11	12	13	14	15	16	17	18	
Bulise DO	65	13		203	672	252																		
Brunau AO	29	41		134	50	50																		
Cascade AO	11	35		307	113	43																		
Jarbridge AO	12	37		121	45	45																		
Owyhee AO	27	84		280	105	105																		
Burley DO	11	34		112	42	42																		
Deep Creek AO	16	50		168	63	63																		
Snake River AO	65	203		672	252	252																		
Coeur d' Alene DO	39	122		403	151	151																		
Cottonwood RAIL	26	81		269	101	101																		
Emerald Empire AO	49	152		504	189	189																		
Idaho Falls DO	15	46		151	57	57																		
Big Butte AO	20	61		202	76	76																		
Medicine Lodge AO	15	46		151	57	57																		
Pocatello RAIL	41	127		420	158	158																		
Soda Springs AO	32	99		328	123	123																		
Salmon DO	9	28		92	35	35																		
Challis AO	22	67		224	84	84																		
Lemhi AO	11	32		108	40	40																		
Shoshone DO	11	35		116	44	44																		
Bennett Hills AO	85	26	41	0.9	14	6	50	232	174	5917	157	157	157	157	157	157	157	157	157	157	157	157	157	
Monument AO	135	26	41	0.9	14	6	50	232	174	5917	157	157	157	157	157	157	157	157	157	157	157	157	157	
TOTAL	85	26	41	0.9	14	6	50	232	174	5917	157	157	157	157	157	157	157	157	157	157	157	157	157	
Conversion of Numbers of Documents To Equivalent Pages in 000s(rounded Up)																								

Conversion of Numbers
of Documents To
Equivalent Pages
in 000s (rounded up)

(1) The number in Column 10
Represents Total Number
of Cases on the Case
Recordation System. No
Breakdown of Active,
Inactive and Closed is Made.

(2) IDAHO
154 rolls

154 x 600 = 92400
est 6400 plots
est 91760 pages

(3) HSC Files

6 DR x 204 = 1200

12 x 2000 = 24000

6751.9

TABLE

Conversion of Numbers
of Documents To
Equivalent Pages
in 000s (rounded up)

TABLE - Estimated Volume of Records Indicating Storage Requirements

AREA	Volume of Records										Ownership and Use Records				Case Files				Land Office		Tract			
	Cadastral Survey					Master Title					Hist		Conc		Index		Active		Dead		Book		Misc	
	Paper	Micro	Paper	Micro	Notes	form	form	form	form	Plats	Plats	Index	Index	Index	Index	In-	Active	Plat	Plat	File	File	Doc	Doc	
NEW MEXICO STATE OFFICE																								
Albuquerque DO	11%																							
Farmington RAIL	27																							
Rio Puerco AO	27																							
Taos RAIL	46																							
Las Cruces DO	13%																							
Las Cruces/																								
Lordsburg RAIL	23																							
Socorro RAIL	24																							
White Sands AO(1)	55																							
Roswell DO	33%																							
Carlsbad RAIL(2)	15																							
Roswell AO	15																							
Tulsa DO	43%																							
Oklahoma RAIL (OK)(3)	15%																							
TOTAL																								
Conversion of Numbers of Documents To Equivalent Pages in 000s(rounded up)																								

TX	OKLAHOMA	TX	OKLAHOMA	TX	OKLAHOMA	TX	OKLAHOMA	TX	OKLAHOMA	TX	OKLAHOMA	TX	OKLAHOMA	TX	OKLAHOMA	TX	OKLAHOMA	TX	OKLAHOMA	TX	OKLAHOMA	TX	OKLAHOMA	TX	OKLAHOMA	TX	OKLAHOMA	TX	OKLAHOMA	TX	OKLAHOMA	TX	OKLAHOMA	TX	OKLAHOMA	TX	OKLAHOMA	TX	OKLAHOMA	TX	OKLAHOMA	TX	OKLAHOMA	TX	OKLAHOMA	TX	OKLAHOMA	TX	OKLAHOMA	TX	OKLAHOMA	TX	OKLAHOMA	TX	OKLAHOMA	TX	OKLAHOMA	TX	OKLAHOMA	TX	OKLAHOMA	TX	OKLAHOMA	TX	OKLAHOMA	TX	OKLAHOMA	TX	OKLAHOMA	TX	OKLAHOMA	TX	OKLAHOMA	TX	OKLAHOMA	TX	OKLAHOMA	TX	OKLAHOMA	TX	OKLAHOMA	TX	OKLAHOMA	TX	OKLAHOMA	TX	OKLAHOMA	TX	OKLAHOMA	TX	OKLAHOMA	TX	OKLAHOMA	TX	OKLAHOMA	TX	OKLAHOMA	TX	OKLAHOMA	TX	OKLAHOMA	TX	OKLAHOMA	TX	OKLAHOMA	TX	OKLAHOMA	TX	OKLAHOMA	TX	OKLAHOMA	TX	OKLAHOMA	TX	OKLAHOMA	TX	OKLAHOMA	TX	OKLAHOMA	TX	OKLAHOMA	TX	OKLAHOMA	TX	OKLAHOMA	TX	OKLAHOMA	TX	OKLAHOMA	TX	OKLAHOMA	TX	OKLAHOMA	TX	OKLAHOMA	TX	OKLAHOMA	TX	OKLAHOMA	TX	OKLAHOMA	TX	OKLAHOMA	TX	OKLAHOMA	TX	OKLAHOMA	TX	OKLAHOMA	TX	OKLAHOMA	TX	OKLAHOMA	TX	OKLAHOMA	TX	OKLAHOMA	TX	OKLAHOMA	TX	OKLAHOMA	TX	OKLAHOMA	TX	OKLAHOMA	TX	OKLAHOMA	TX	OKLAHOMA	TX	OKLAHOMA	TX	OKLAHOMA	TX	OKLAHOMA	TX	OKLAHOMA	TX	OKLAHOMA	TX	OKLAHOMA	TX	OKLAHOMA	TX	OKLAHOMA	TX	OKLAHOMA	TX	OKLAHOMA	TX	OKLAHOMA	TX	OKLAHOMA	TX	OKLAHOMA	TX	OKLAHOMA	TX	OKLAHOMA	TX	OKLAHOMA	TX	OKLAHOMA	TX	OKLAHOMA	TX	OKLAHOMA	TX	OKLAHOMA	TX	OKLAHOMA	TX	OKLAHOMA	TX	OKLAHOMA	TX	OKLAHOMA	TX	OKLAHOMA	TX	OKLAHOMA	TX	OKLAHOMA	TX	OKLAHOMA	TX	OKLAHOMA	TX	OKLAHOMA	TX	OKLAHOMA	TX	OKLAHOMA	TX	OKLAHOMA	TX	OKLAHOMA	TX	OKLAHOMA	TX	OKLAHOMA	TX	OKLAHOMA	TX	OKLAHOMA	TX	OKLAHOMA	TX	OKLAHOMA	TX	OKLAHOMA	TX	OKLAHOMA	TX	OKLAHOMA	TX	OKLAHOMA	TX	OKLAHOMA	TX	OKLAHOMA	TX	OKLAHOMA	TX	OKLAHOMA	TX	OKLAHOMA	TX	OKLAHOMA	TX	OKLAHOMA	TX	OKLAHOMA	TX	OKLAHOMA	TX	OKLAHOMA	TX	OKLAHOMA	TX	OKLAHOMA	TX	OKLAHOMA	TX	OKLAHOMA	TX	OKLAHOMA	TX	OKLAHOMA	TX	OKLAHOMA	TX	OKLAHOMA	TX	OKLAHOMA	TX	OKLAHOMA	TX	OKLAHOMA	TX	OKLAHOMA	TX	OKLAHOMA	TX	OKLAHOMA	TX	OKLAHOMA	TX	OKLAHOMA	TX	OKLAHOMA	TX	OKLAHOMA	TX	OKLAHOMA	TX	OKLAHOMA	TX	OKLAHOMA	TX	OKLAHOMA	TX	OKLAHOMA	TX	OKLAHOMA	TX	OKLAHOMA	TX	OKLAHOMA	TX	OKLAHOMA	TX	OKLAHOMA	TX	OKLAHOMA	TX	OKLAHOMA	TX	OKLAHOMA	TX	OKLAHOMA	TX	OKLAHOMA	TX	OKLAHOMA	TX	OKLAHOMA	TX	OKLAHOMA	TX	OKLAHOMA	TX	OKLAHOMA	TX	OKLAHOMA	TX	OKLAHOMA	TX	OKLAHOMA	TX	OKLAHOMA	TX	OKLAHOMA	TX	OKLAHOMA	TX	OKLAHOMA	TX	OKLAHOMA	TX	OKLAHOMA	TX	OKLAHOMA	TX	OKLAHOMA	TX	OKLAHOMA	TX	OKLAHOMA	TX	OKLAHOMA	TX	OKLAHOMA	TX	OKLAHOMA	TX	OKLAHOMA	TX	OKLAHOMA	TX	OKLAHOMA	TX	OKLAHOMA	TX	OKLAHOMA	TX	OKLAHOMA	TX	OKLAHOMA	TX	OKLAHOMA	TX	OKLAHOMA	TX	OKLAHOMA	TX	OKLAHOMA	TX	OKLAHOMA	TX	OKLAHOMA	TX	OKLAHOMA	TX	OKLAHOMA	TX	OKLAHOMA	TX	OKLAHOMA	TX	OKLAHOMA	TX	OKLAHOMA	TX	OKLAHOMA	TX	OKLAHOMA	TX	OKLAHOMA	TX	OKLAHOMA	TX	OKLAHOMA	TX	OKLAHOMA	TX	OKLAHOMA	TX	OKLAHOMA	TX	OKLAHOMA	TX	OKLAHOMA	TX	OKLAHOMA	TX	OKLAHOMA	TX	OKLAHOMA	TX	OKLAHOMA	TX	OKLAHOMA	TX	OKLAHOMA	TX	OKLAHOMA	TX	OKLAHOMA	TX	OKLAHOMA	TX	OKLAHOMA	TX	OKLAHOMA	TX	OKLAHOMA	TX	OKLAHOMA	TX	OKLAHOMA	TX	OKLAHOMA	TX	OKLAHOMA	TX	OKLAHOMA	TX	OKLAHOMA	TX	OKLAHOMA	TX	OKLAHOMA	TX	OKLAHOMA	TX	OKLAHOMA	TX	OKLAHOMA	TX	OKLAHOMA	TX	OKLAHOMA	TX	OKLAHOMA	TX	OKLAHOMA	TX	OKLAHOMA	TX	OKLAHOMA	TX	OKLAHOMA	TX	OKLAHOMA	TX	OKLAHOMA	TX	OKLAHOMA	TX	OKLAHOMA	TX	OKLAHOMA	TX	OKLAHOMA	TX	OKLAHOMA	TX	OKLAHOMA	TX	OKLAHOMA	TX	OKLAHOMA	TX	OKLAHOMA	TX	OKLAHOMA	TX	OKLAHOMA	TX	OKLAHOMA	TX	OKLAHOMA	TX	OKLAHOMA	TX	OKLAHOMA	TX	OKLAHOMA	TX	OKLAHOMA	TX	OKLAHOMA	TX	OKLAHOMA	TX	OKLA
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Townships

TX	7	65	22
White Sands	-	-	-
Carlsbad	-	-	-
Oklahoma	-	-	-
Tulsa	-	-	-

(1) The number in column 10 represents total number of Carlson Macose Recordation System. No Breakdown of Active, Inactive and Closed is made.

12474.9

TABLE Estimated Volume of Records Indicating Storage Requirements

	Volume of Records										Ownership and Use Records				Land Office		Tract Book Files		
	Cadastral Survey					Master Title Plat					Hist Index		Control Doc Index		Serial Reg Page		Case Files		Tract Book Files
	Paper	Micro	Paper	Micro	Notes	Plats	Master Title Plat	Use	Hist Index	Control Doc Index	Serial Reg Page	Active	In-Active	Dead	Plat	Plat	Doc		
	1000	1000	1000	1000	1000	1000	1000	1000	1000	1000	1000	1000	1000	1000	1000	1000	1000	1000	
OREGON STATE OFFICE																			
Burns DO	930																		
Three Rivers AO	70																		
Andrews AO	30																		
John Day AO																			
Coos Bay DO	330																		
Tioga AO	25																		
Uniqua AO	25																		
Myrtlewood AO	50																		
Eugene DO	330																		
Noti RAR	15																		
Dorena AO	15																		
Mohawk AO	40																		
Lotane AO	30																		
Lakeview DO	930																		
Warner Lake AO	30																		
High Desert AO	30																		
Klamath Falls Hall	40																		
Medford DO	330																		
Klamath AO	25																		
Butte Falls AO	20																		
Jacksonville AO	30																		
Grants Pass AO	30																		
Glendale AO	10																		
Prineville DO	930																		
Central Oregon AO	40																		
Deschutes AO	60																		
Roseburg DO	330																		
No Uniqua AO	25																		
So Uniqua AO	20																		
Dillard AO	10																		
Drain AO	15																		
TOTAL																			

Continued next page

(Continued next page)

(1) The number in Column 10 represents Total Number of Cases on these Recordation System. No Breakdown of Active, Inactive and Closed is Made.

TABLE _____ Estimated Volume of Records Indicating Storage Requirements (cont'd)

Volume of Records										Ownership and Use Records													
Cadastral Survey				Notes		Master		Use		Hist		Serial Reg		Case Files		Land Offc		Tract Hist					
Plat		Micro		Paper		Title		Plate		Index		Index		Page		Active		In-Active		Book		File	
1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24
OREGON STATE OFFICE (cont.)																							
Salem DO																							
Santiam AO																							
Alsea AO																							
Tillamook RAH																							
Yamhill AO																							
Clackamas AO																							
Spokane DO																							
Border AO																							
Wenatchee RAH																							
Vale DO																							
No Hatheur AO																							
Baker RAH																							
So Hatheur AO																							
TOTAL																							
GRAND TOTAL																							
Conversion of Numbers of Documents To Equivalent Pages in 000s (Rounded Up)																							

TABLE Estimated Volume of Records Indicating Storage Requirements

Volume of Records														
Cadastral Survey					Ownership and Use					Records				
Plats		Notes			Master		Hist		Case Files		Land Office		Tract	
Paper	Micro	Paper	Micro	form	Title	Plat	Index	Index	Active	In-Active	Plat	Doc	Book	File
form	form	form	form	form										
1	2	3	4	5	6	7	8	9	10	11	12	13	14	15
167	167	4080	850	2385	2300	12850	125000	240000	30885			5200	30822	
33	170	517	460											
72	60	181	161											
5	26	78	69											
7	34	103	92											
10	51	155	138											
38	196	595	644											
11	59	179	193											
6	33	101	109											
13	69	208	225											
7	35	107	116											
33	170	517	560											
8	39	119	129											
8	43	129	140											
9	48	145	157											
8	41	124	134											
45	230	698	621											
27	138	419	373											
18	92	279	248											
17	85	258	230											
6	30	90	81											
9	55	168	149											
45	—	—	—	45	85	45	—	—	452		45		—	
84	17	408	0.9	13	12	65	125	240	17207		26		30	18227.9

(1) The number in Column 10 represents Total Number of Cases on the Case Recordation System. No breakdown of Active, Inactive and Closed is made.

(2) Tract Books + Plat Books on Micro Film
60 roll 11 x 600 images
36,000 images
(3) 11 x 2 588 x 2 film = 5778
Est 5200 plat
30800 pages

Conversion of Numbers of Documents To Equivalent Pages in 000s (rounded up)

TOTAL

TABLE

Conversion of Numbers
of Documents To
Equivalent Pages
in 000s(rounded up)

TABLE _____ Estimated Volume of Records Indicating Storage Requirements

	Cadastral Survey					Ownership and Use Records									
	Plats		Notes		Master Title	Use Plats	Hist Index	Control Index	Serial Page	Case Files Active	In-Active	Dead Plat	Land Offc	Tract Book	Misc Files
	Paper	Micro	Paper	Micro											
	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15
SHINGOON OFFICE															
Board of Trade Building (711, 720, 730, 740, 811, 860, 870, 871, 872, 873)	H														
Premier Building (105, 201, 202, 220, 221, 222, 230, 240, 250)	H														
Macomic Building (504, 620, 621, 622, 623, 630, 631, 632, 690, 691, 692, 833)	L														
TOTAL															
NVER SERVICE CENTER															
D-100, 150, 140	L														
D-200	H														
D-400	H														
D-500	L														
TOTAL															
ALASKA STATE OFFICE															
Anchorage DO															
Peninsula AO															
Glennallen BAH															
McGrath AO															
Fairbanks DO															
Northwest AO															
Yukon AO															
Arctic AO															
Alaska Fire Service															
TOTAL															

No Storage at AKARS
data in W.O. or DSC.

No Storage Figured for
ALASKA.

Table 1 Land Areas, Acres and Township by Admin/Geo State

[illegible]

1 MISCELLANEOUS
00 Pgs
91 Cadast

2 PUBLIC-ADMIN

16 Pln, 18 Plb Hm

3 LAND MGT ADJUST

21 Acq 22 Exc 23 With
23 Clas, 92 Tresp

4 LAND CONVEYANCE

25 Oa & Ib, 26 Grant,
27 Sale

5 LAND USE

28 R/W, 29 Perm

6 OIL & GAS / GEOTHERM

31 OLG Lsc, 32 Geoth
33 OCS

7 cil

34 Coal 354 ml/se
 oilier than 354-Coal

8 INPUT USE: 11/17/74

57 Molt the Wings
58 Miss Loc-Pot

9) III) MATRI. DISPOS'L

3/6 Min Disp Sales

7. REVIEW RES PENDING

40 Ring 47 Wild Horse, 50 Fr
60 Wild Horse 80 Rec
91 Cult 225 95 Wild Horses

Table 19 Number and Percent of Cases by Case Type Group and Admin State
2/12/85 ~~Wm~~

[illegible]

B. QUERY/MANAGEMENT REPORTING

This section describes methodology for estimating the number of records accessed annually, to quantify frequency of records use for the query module. The estimate covers 11 administrative states (by office, SO, DO, AO) in the lower 48 states. Three exclusions have been made--Alaska, the Washington Office, and the Denver Service Center, the latter two because they do not maintain land and mineral records subject to public use, and Alaska because it will use a separate system. The query module includes records accesses by resource management (except lands and minerals) personnel; the Bureau; other federal, state, and local agencies; and the general public. Estimates exclude accesses by land and minerals personnel doing case processing and management and statistical reporting.

Tables 1A and 1B quantify land areas that are basic to the volume of records and therefore records queries by administrative state, millions of acres of federal interest land, surface and subsurface and subsurface only, and the percent of federal interest by administrative/geographic state. This data is used to estimate the number of townships (6 miles by 6 miles = 36 square miles = 23,040 acres) which will have status data entered (federal ownership - use authorizations - use restrictions) and townships which will have land description data entered. Township equivalents (federal acres/23,040 acres) are used in non-Public Land Survey areas which include 20 eastern states (only part of Ohio) and Texas. Figure 1 shows these Non-Public and Public Land Survey States.

Active cases in an area are an indicator of public accesses (queries) to the records. Table 2 estimates active cases by case type group and Admin State; these are summarized on a single page in Table 3. Tables 4 and 5 are percentages of cases; these revealed a case activity bias because of case type group 8 mining claims. Whereas these are 90% of the cases, they require a very low level of work. Consequently the case workload is adjusted in Tables 6A and 6B to eliminate the bias of mining claim cases.

Records queries are also influenced by the complexity of cases. Case complexity by location might be inferred from case processing activity by location, Table 7, and pages of case documents (Input, Output, I/O, and Internal) by location, Table 10. Omissions in this data, incomplete case coverage, and a mining claim bias in case type 8 severely limits the use of this data (Tables 7, 10, and 13, columns 8A and 8B). Pages of documents in cases are itemized in Table 8 and adjusted by case type in Table 9 and expanded by cases, case activity by office, in Table 10. This weighed number of pages is shown in indicators of record use, Table 12, column 8B; it is biased by the high number of mining claims in group 8, and so this data is not used to compute query data. No satisfactory quantitative relationships have been established.

The number of cadastral survey plats and number of townships are used in Table 11 to determine the numbers of these records by Admin Area. These are combined with estimates of the number and volume of other records in Table 12--also by Admin Area, SO, DO, AO. Only active case files are included, and these are based upon Table 2. Other cases, inactive and closed/dead, have not been quantified.

Table 14 develops coefficients to apply to the numbers of records in Table 12. Five factors are used to develop the coefficient which applies to each kind of record and each state:

1. Percent of records used per year
2. Number of uses per year for each record used
3. Factor 1 multiplied by factor 2
4. Case Activity Adjustment for records used in each State; 1 + 3 times (state percent of total cases in the Bureau excluding Mining Claims, case type group 8 divided by 100)
5. Factor 3 multiplied by factor 3

The factors and coefficients were derived after discussions with State personnel.

Estimates of the number of records accessed per year (in the Query Module context) by administrative office, State District - Area, are developed in Table 15, one table per state. Alaska, Washington, and the Service Center are not estimated. Public use, applicant parties to cases, and the general public and use by other federal, state and local agencies are included. Bureau case processing use and Bureau use for management and statistical reporting are excluded.

Numbers of the various records in Table 12 by office are multiplied by the coefficients in Table 14 to derive the number of record query accesses per year by office. Data for each office are added to get a total by Admin State. The state totals are summarized in Table 16.

Table 1A Land Area, Acres and Townships by Administrative and Geographic State, all Admin States (see Figure 1)

Table 1B Land Area, Acres and Townships by Administrative and Geographic State, Eastern States (see Figure 1)

Figure 1 Public Land Survey States, shaded; non-Public Land Survey States, white (see Tables 1A and 1B)

Table 2 Number of Current and Total Cases by Case Type Group and Administrative State (based upon cases in Case Recordation System, 1/85; Mining Claim Recordation System, 9/84; and adjusted by data from the 1983 Public Land Statistics, 3 pages)

Table 3 Number of Active/Total Cases in Case Recordation System (1-85) and Adjusted Using 1983 Public Land Statistics (1 page)

Table 4 Percent of Total Active Cases in Case Type Group by Admin State

Table 5	Percent of Total Active Cases in Administrative State by case type group
Table 6A	Numbers and percentages of Active Cases (Total, Mining Claims-group 8, and other than Mining Claims) by Administrative State, and calculation of an Index Factor for query coefficient, by Administrative State
Table 6B	Case Processing Activity Classes of Administrative States based upon percent of BLM cases requiring processing
Table 7	Percent of Case Processing by office (SO-DO-AO) for 5 of 10 Case Type (Groups 4 through 8) (1 page per state)
Table 8	Input and Output Documents in Case Processing with pages per case and number of times the document is modified or accessed per case
Table 9	Input and Output Document use/case in Case Processing; Modifications of Table 8 by Case Type Group
Table 10	Pages generated by Case Type Group and Office (SO-DO-AO) based upon: Case Processing Activity by office measured by pages of: Input, Output, Input and Output, and Internal Use documents (see Tables 7, 8 and 9) (1 table per state)
Table 11	Numbers of Plats - Townships or Equivalents by Admin St
Table 12	Estimated Volume of Records - Indicators of Storage Requirements - by office (1 table per state)
Table 13	Indicators of Records Use, Land Area, Cases and Number of Employees by Admin Office (SO-DO-AO) (1 table per state)
Table 14	Coefficients for Converting Volume of Records (Table 12) to Estimated Number of Record Accesses per year
Table 15	Estimated Number of Record Accesses per year by Admin Office (SO-DO-AO) Frequency of Use (1 table per state)
Table 16	Estimated Number of Record Accesses in the Query Module per year - State and National totals
Table 17	Average Number of Pages per case by Case Type
Table 18	Total Number of cases and Average Number of pages per case by Case Type
Table 19	Number and Percent of cases by Case Type and Admin St

Table 14 Land Areas, Acres and Township by Admin/Geo State
6/27/82 - rev 2/12/85

ADM/Geo STATE	Acres			Total Acres in State (2)	Pct of Acres Fed Int (6)	Townships			Land Descript Data 10
	Federal Interest					Total Townships Public Land Surv or Equip 7	Pct Twps with Fed Int 8	Fed Inter Status Data 9	
	Surface and Subsurf 2 (1)	Subsurf only 3 (-)	Total 4						
Alaska	326,925,561	19,192	326,944,753	315,303,680	87.11	18,500	100	18,500	18,500
Arizona	32,014,276	2,681,297	34,695,573	72,901,760	47.59	3,472	100	3,472	3,472
California	46,702,725	2,513,745	49,216,470	101,563,320	19.95	4,836	100	4,836	4,836
Colorado	23,667,947	5,873,247	29,541,194	66,712,080	44.19	3,117	100	3,117	3,117
Kansas	733,015	55,805	788,820	52,642,960	1.50	2,507	15	376	2,507
CO	24,340,952	5,929,052	30,270,004	119,367,040	25.36	5,684	63	3,553	5,624
Idaho	33,759,572	1,793,948	35,553,520	53,476,480	66.48	2,546	100	2,546	2,546
Montana	27,740,572	11,168,894	39,409,466	94,168,320	41.85	4,484	100	4,484	4,484
N. Dak	2,386,385	4,784,348	7,170,733	45,225,600	15.86	2,154	50	1,077	2,154
S Dak	3,492,309	1,759,852	5,252,161	49,310,080	10.65	2,348	40	939	2,348
MT	33,619,266	18,213,294	51,832,560	188,704,000	27.46	8,986	72	6,500	8,986
Nevada	60,506,114	244,916	60,751,030	70,745,600	85.87	3,369	100	3,369	3,369
New Mexico	25,873,745	9,269,336	35,143,081	77,866,240	45.13	3,708	100	3,708	3,708
Oklahoma	1,589,953	59,698	1,649,651	44,748,160	3.69	2,131	15	320	2,131
Texas	3,408,655	0	3,408,655	171,096,320	2.00	8,264	2	148	148
NM	30,872,353	9,329,034	40,201,387	293,710,720	13.69	14,103	29	4,176	5,935
Oregon	32,313,687	1,660,189	33,973,876	62,067,840	54.74	2,956	100	2,956	2,956
Utah	12,412,704	280,281	12,752,985	43,642,880	29.22	2,078	70	1,455	2,078
OR	44,786,391	1,940,470	46,726,861	105,710,720	44.20	5,034	87	4,411	5,034
Utah	33,529,968	1,201,946	34,731,914	54,346,240	63.91	2,589	100	2,589	2,589
Washington	30,329,555	12,265,083	42,594,638	62,664,960	67.97	2,984	100	2,984	2,984
Nebr	712,173	76,217	788,390	49,425,280	1.60	2,354	15	354	2,354
WY	31,041,728	12,341,300	43,383,028	112,090,240	39.	5,338	62	3,338	5,338
Eastern St									
PLS St	23,876,792	215,905	24,092,697	451,502,336	5.33	21,792	29.4	6,414	21,792
Nebr	15,019,646	0	15,019,497	310,127,744	4.84	14,967	4.4	658	658
ES	38,896,218	215,905	39,112,194	761,630,080	5.13	36,759	19.2	7,072	22,450
1050 Wst	371,172,745	56,189,002	427,362,057	1,172,616,320	36.44	55,957	69.3	38,790	47,781
1150 485	410,069,022	56,404,907	466,474,251	1,934,246,400	24.11	92,716	49.4	45,862	70,231
1250 485	736,996,511	56,424,997	793,421,508	2,308,952,000	34.35	111,216	57.8	4,362	55,731

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ADM GEO STATE	Federal Interest					Townships			
	Surface and Subsurf	Subsurf only	Total	Total Acres in State	Pct of Acres Fed Int	Total Townships Public Land Surv or Equiv	Pct Twps with Fed Int	Fed Inter Status Data	Land Descript Data
	2	3	4	5	6	7	8	9	10
ES HI PLS						PLS			
Illinois	606,597	754	607,351	36,096,000	1.68	1742	10	174	1742
Indiana	496,647	0	496,647	23,226,240	2.14	1120	20	224	1,120
Iowa	227,448	359	227,807	36,025,600	0.63	1739	5	87	1,739
Michigan	3,467,376	5196	3,472,572	37,258,240	9.32	1,798	35	629	1,798
Minnesota	3,423,004	243	3,423,247	53,803,520	6.36	2,597	30	779	2,597
Missouri	2,195,583	166	2,195,749	44,599,040	4.92	2153	10	215	2,153
Ohio	241,716	782	242,498	18,467,456	1.32	891	21	186	891
Wisconsin	1,867,735	1546	1,869,281	35,952,560	5.20	1735	15	260	1735
MI PLS Tot	12,526,106	9,046	12,535,152	255,414,656	4.40	13,775	19	2554	13,775
ES HI Non PLS						Fed by 230404c		Fed by 230404c	
Conn	9,337	0	9,337	3,205,760	0.30	155	0.6	1	1
Delaware	40,852	0	40,852	1,316,480	3.11	63	3.2	2	2
Dist of Col	12,829	0	12,829	42,880	29.92	2	50.0	1	1
Maine	134,802	0	134,802	21,257,600	0.64	1026	0.6	6	6
Maryland	203,010	0	203,010	6,769,280	3.00	327	2.8	9	9
Mass	79,897	0	79,897	5,284,480	1.52	255	1.5	4	4
N. H. and	721,889	0	721,889	5,954,560	12.13	287	11.1	32	32
New Jersey	151,530	0	151,530	5,015,040	3.03	242	2.9	7	7
New York	245,915	0	245,915	31,728,640	0.78	1531	0.7	11	11
30% Ohio	103,592	0	103,593	7,914,624	1.31	382	1.3	5	5
Penn	732,565	0	732,565	29,013,120	2.53	1400	2.3	32	32
Rhode Is	8,010	0	8,010	716,960	1.04	37	2.7	1	1
Vermont	295,562	0	295,562	6,149,760	4.81	297	4.4	13	13
W. Virg	1,097,058	0	1,097,058	15,475,840	7.09	747	6.4	48	48
MI Non PLS	3,836,848	0	3,836,848	139,905,024	2.74	6,751	2.5	172	172
Total MI DO	16,362,954	9,046	16,372,001	425,319,680	3.84	20,526	13.3	2,726	13,947
ES Jack PLS						Fed by 230404c		Fed by 230404c	
Alabama	1,122,288	80,450	1,202,738	33,029,760	3.64	1,594	55	877	1,594
Arkansas	3,358,291	17,795	3,376,086	33,981,560	9.93	1,641	40	656	1,641
Florida	4,040,945	75,237	4,116,182	37,478,400	10.98	1,809	30	543	1,809
Louisiana	1,098,595	22,172	1,120,767	31,054,720	3.61	1,499	60	900	1,499
Mississippi	1,730,567	11,205	1,741,772	30,532,240	5.70	1,474	60	884	1,474
MI PLS Tot	11,350,156	206,859	11,557,015	116,057,600	6.96	8,017	48	38,60	8,017
ES Jack Non PLS						Fed by 230404c		Fed by 230404c	
Georgia	2,277,361	0	2,277,361	37,632,640	6.05	1,819	5.5	100	100
Kentucky	1,414,351	0	1,414,351	25,852,800	5.48	1,248	4.9	61	61
N. Carolina	2,050,852	0	2,050,852	33,655,040	6.10	1,624	5.5	89	89
South Carolina	1,176,390	0	1,176,390	19,575,200	5.92	959	5.3	51	51
Tenn	1,853,936	0	1,853,936	27,036,160	6.86	1,305	6.1	80	80
Virginia	2,409,742	0	2,409,742	26,122,880	9.23	1,261	8.3	105	105
Jack Non PLS	11,182,632	0	11,182,632	176,222,720	6.57	8,216	5.9	486	486
Total Jack DO	22,533,324	206,859	22,740,183	336,310,400	6.77	16,233	71.7	1,211	9,502

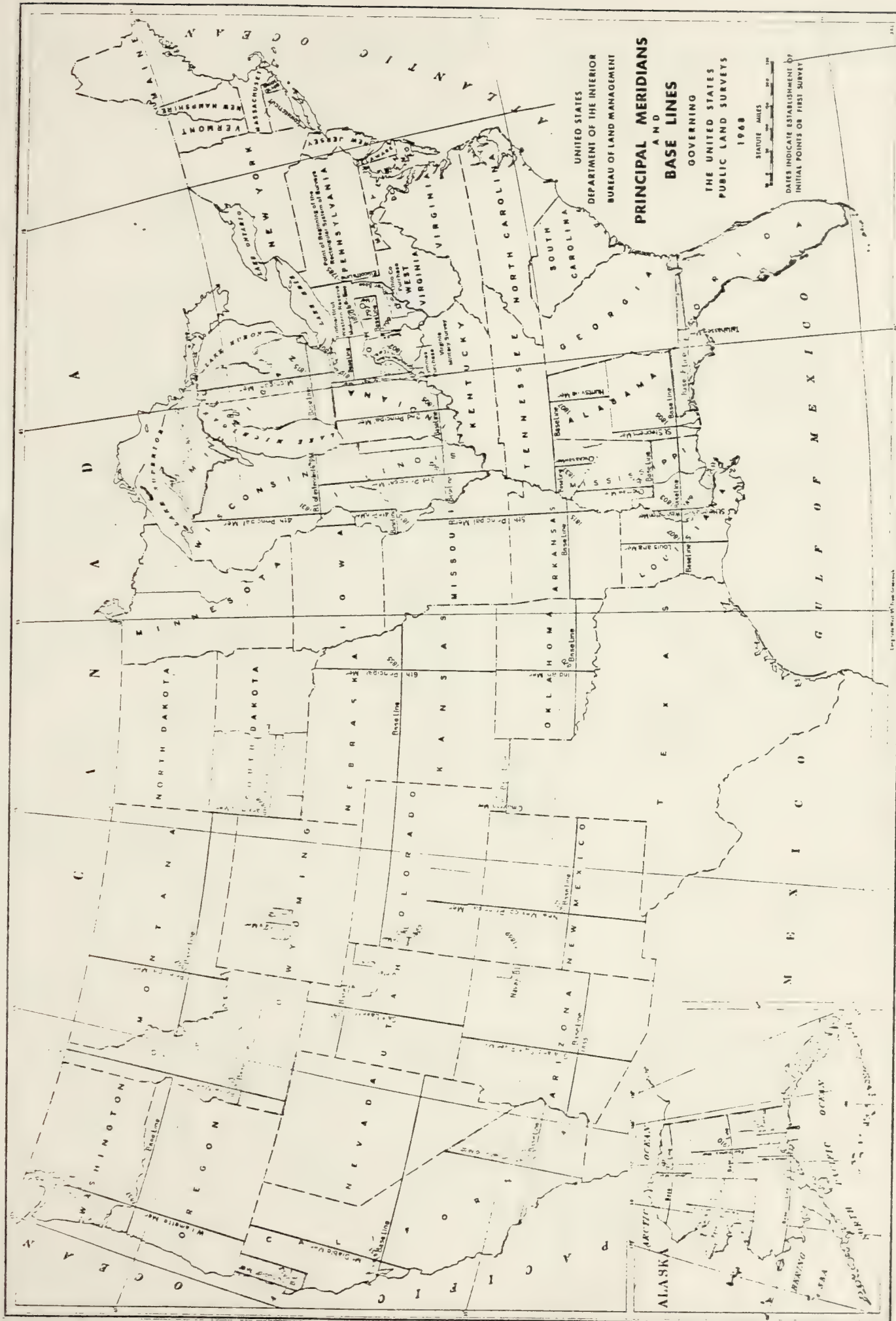


Figure 1. Public Land Survey States - white, non-Public Land Survey States - shaded, non-Public Land Survey States - white

Case types		Arizona	Total	California	Total	Colorado	Total
28% 0		Current		Current		Current	
00, 91, 92		3	3	1	1	36	36
misc, 1983							
Public Administration		5	5	12	14	11	11
01/16, 18							
Land Management		162	162	188	241	281	336
Adjustments							
21, 22, 23, 24, 42	23 - withdrawal not in 24 - classifications					23 - withdrawal total of 375 active 133 in system	
Land Conveyance		170	185	662	850	144	168
25, 26, 27	State Selection Grants not in system - 26			83% Sales			
Land Use		462	479	2788	2860	1407	1443
R/W, easements, leases permits temporary	existing R/Ws not in system. Dist will be putting them in.					approx 4000 existing R/W not in system	
28, 29							
Oil, gas and geothermal		1970	2248	4161	4693	10562	10512
30, 31, 32, 33	99% - O & G			85% O & G			
Coal and Other		10	15	62	102	124	133
Accessibles	No coal			No Coal		100 Coal	103 Coal
34, 35							
Locatable							
37, 38							
101, 102, 103, 104, 105, 106, 107, 108, 109, 110, 111, 112, 113, 114, 115, 116, 117, 118, 119, 120, 121, 122, 123, 124, 125, 126, 127, 128, 129, 130, 131, 132, 133, 134, 135, 136, 137, 138, 139, 140, 141, 142, 143, 144, 145, 146, 147, 148, 149, 150, 151, 152, 153, 154, 155, 156, 157, 158, 159, 160, 161, 162, 163, 164, 165, 166, 167, 168, 169, 170, 171, 172, 173, 174, 175, 176, 177, 178, 179, 180, 181, 182, 183, 184, 185, 186, 187, 188, 189, 190, 191, 192, 193, 194, 195, 196, 197, 198, 199, 200, 201, 202, 203, 204, 205, 206, 207, 208, 209, 210, 211, 212, 213, 214, 215, 216, 217, 218, 219, 220, 221, 222, 223, 224, 225, 226, 227, 228, 229, 230, 231, 232, 233, 234, 235, 236, 237, 238, 239, 240, 241, 242, 243, 244, 245, 246, 247, 248, 249, 250, 251, 252, 253, 254, 255, 256, 257, 258, 259, 260, 261, 262, 263, 264, 265, 266, 267, 268, 269, 270, 271, 272, 273, 274, 275, 276, 277, 278, 279, 280, 281, 282, 283, 284, 285, 286, 287, 288, 289, 290, 291, 292, 293, 294, 295, 296, 297, 298, 299, 300, 301, 302, 303, 304, 305, 306, 307, 308, 309, 310, 311, 312, 313, 314, 315, 316, 317, 318, 319, 320, 321, 322, 323, 324, 325, 326, 327, 328, 329, 330, 331, 332, 333, 334, 335, 336, 337, 338, 339, 340, 341, 342, 343, 344, 345, 346, 347, 348, 349, 350, 351, 352, 353, 354, 355, 356, 357, 358, 359, 360, 361, 362, 363, 364, 365, 366, 367, 368, 369, 370, 371, 372, 373, 374, 375, 376, 377, 378, 379, 380, 381, 382, 383, 384, 385, 386, 387, 388, 389, 390, 391, 392, 393, 394, 395, 396, 397, 398, 399, 400, 401, 402, 403, 404, 405, 406, 407, 408, 409, 410, 411, 412, 413, 414, 415, 416, 417, 418, 419, 420, 421, 422, 423, 424, 425, 426, 427, 428, 429, 430, 431, 432, 433, 434, 435, 436, 437, 438, 439, 440, 441, 442, 443, 444, 445, 446, 447, 448, 449, 450, 451, 452, 453, 454, 455, 456, 457, 458, 459, 460, 461, 462, 463, 464, 465, 466, 467, 468, 469, 470, 471, 472, 473, 474, 475, 476, 477, 478, 479, 480, 481, 482, 483, 484, 485, 486, 487, 488, 489, 490, 491, 492, 493, 494, 495, 496, 497, 498, 499, 500, 501, 502, 503, 504, 505, 506, 507, 508, 509, 510, 511, 512, 513, 514, 515, 516, 517, 518, 519, 520, 521, 522, 523, 524, 525, 526, 527, 528, 529, 530, 531, 532, 533, 534, 535, 536, 537, 538, 539, 540, 541, 542, 543, 544, 545, 546, 547, 548, 549, 550, 551, 552, 553, 554, 555, 556, 557, 558, 559, 560, 561, 562, 563, 564, 565, 566, 567, 568, 569, 570, 571, 572, 573, 574, 575, 576, 577, 578, 579, 580, 581, 582, 583, 584, 585, 586, 587, 588, 589, 590, 591, 592, 593, 594, 595, 596, 597, 598, 599, 600, 601, 602, 603, 604, 605, 606, 607, 608, 609, 610, 611, 612, 613, 614, 615, 616, 617, 618, 619, 620, 621, 622, 623, 624, 625, 626, 627, 628, 629, 630, 631, 632, 633, 634, 635, 636, 637, 638, 639, 640, 641, 642, 643, 644, 645, 646, 647, 648, 649, 650, 651, 652, 653, 654, 655, 656, 657, 658, 659, 660, 661, 662, 663, 664, 665, 666, 667, 668, 669, 670, 671, 672, 673, 674, 675, 676, 677, 678, 679, 680, 681, 682, 683, 684, 685, 686, 687, 688, 689, 690, 691, 692, 693, 694, 695, 696, 697, 698, 699, 700, 701, 702, 703, 704, 705, 706, 707, 708, 709, 710, 711, 712, 713, 714, 715, 716, 717, 718, 719, 720, 721, 722, 723, 724, 725, 726, 727, 728, 729, 730, 731, 732, 733, 734, 735, 736, 737, 738, 739, 740, 741, 742, 743, 744, 745, 746, 747, 748, 749, 750, 751, 752, 753, 754, 755, 756, 757, 758, 759, 760, 761, 762, 763, 764, 765, 766, 767, 768, 769, 770, 771, 772, 773, 774, 775, 776, 777, 778, 779, 780, 781, 782, 783, 784, 785, 786, 787, 788, 789, 790, 791, 792, 793, 794, 795, 796, 797, 798, 799, 800, 801, 802, 803, 804, 805, 806, 807, 808, 809, 810, 811, 812, 813, 814, 815, 816, 817, 818, 819, 820, 821, 822, 823, 824, 825, 826, 827, 828, 829, 830, 831, 832, 833, 834, 835, 836, 837, 838, 839, 840, 841, 842, 843, 844, 845, 846, 847, 848, 849, 850, 851, 852, 853, 854, 855, 856, 857, 858, 859, 860, 861, 862, 863, 864, 865, 866, 867, 868, 869, 870, 871, 872, 873, 874, 875, 876, 877, 878, 879, 880, 881, 882, 883, 884, 885, 886, 887, 888, 889, 890, 891, 892, 893, 894, 895, 896, 897, 898, 899, 900, 901, 902, 903, 904, 905, 906, 907, 908, 909, 910, 911, 912, 913, 914, 915, 916, 917, 918, 919, 920, 921, 922, 923, 924, 925, 926, 927, 928, 929, 930, 931, 932, 933, 934, 935, 936, 937, 938, 939, 940, 941, 942, 943, 944, 945, 946, 947, 948, 949, 950, 951, 952, 953, 954, 955, 956, 957, 958, 959, 960, 961, 962, 963, 964, 965, 966, 967, 968, 969, 970, 971, 972, 973, 974, 975, 976, 977, 978, 979, 980, 981, 982, 983, 984, 985, 986, 987, 988, 989, 990, 991, 992, 993, 994, 995, 996, 997, 998, 999, 1000							
36		13	13	8	8	0	1
Free Use Mineral Strip Sales Crown Pat							
Renewable Resource		2	2	16	16		
37							

	Idaho		Montana		Theresa	
	Current	Total	Current	Total	Current	Total
	24	24	29	29	12	12
	1	1	7	8	72	72
	368	324	421	479	112	113
	withdrawals not in total - 66 in system		casement not in			
	1276	1304	634	1155	1547	2468
	primarily Des Land Entry		mostly indian Fee pat		primarily DLE and Public Sales	
	1927	1957	1499	1520	1122	1144
	total R/W should be about 4000.		does not include files stored at FRC			
	2820	3514	16803	19634	7983	8963
	95% OG				94% OG 6% Geo	
	196	228	79	104	63	83
	194 - other leaseables				all other leaseables	
	9645		10977		309049	
	96445		110382		319192	
	3	3	13	13	12	12
	39	39	0	0	2	2

Texas		Oregon		Utah	
Current	Total	Current	Total	Current	Total
392	392	14	15	48	48
158	158	28	26	2	2
167 withdrawal not in	190	418	458	657 most withdrawals are in	686
720 primarily Colorado Title	791	286	292	549 State Selection in	571
15348 all R/Ws in system	15807	1945 all in	1982	3611	3692
21838	24392	4154 all leases - even closed in system	11075	15649	16665
335 1.7 Coal	393	16	25	466 262 - Coal	536
121503 130278		94169 77191		272053 279655	
6	15	61	61	23	26
1	1	1	1	3	4

and Adjusted Using 1923 Publication Statistics
 (1) Total No Cases 2,039,836 - all Case Types all SO except AK

CASE TYPE GROUP	AK	AZ	CA	CO	ES	ID	MT	NV	NM	OA	UT	WY	TO
<u>MISCELLANEOUS</u>													
00 ACq 91 CABAST	0/0	3/3	1/1	36/36	2/2	3/3	29/29	1/1	392/392	14/15	48/48	179/181	7/7
<u>2 PUBLIC ADMIN</u>													
16 Pln, 18 Pub. Adm	0/0	5/5	12/14	11/11	2/2	1/1	7/8	7/7	15/15	25/26	2/2	0/0	9/9
<u>3 LAND INST. ACQUIS</u>													
21 Acq, 22 Exc, 23 With, 23 Clas, 92 Tresp	0/0	162/162	188/241	281/326	73/80	308/324	42/47	16/113	167/190	418/458	657/686	518/572	33/36
<u>4 LAND CONVEYANCE</u>													
23 OOC+Use, 54 Grant, 27 Sale	0/0	170/165	662/850	144/163	272/458	1276/1304	634/1155	1547/2468	720/791	286/292	547/571	800/877	70/92
<u>5 LAND USE</u>													
58 R/W, 24 Perm	0/0	462/477	2788/2660	407/1413	24/24	1927/1107	1497/1320	1122/1144	15348/15507	1945/1962	3611/5326	7023/7412	36/33
<u>6 OIL & GAS/GEOTHER</u>													
31 O.A. LES, 32 Grant, 22 O.A.T.	0/0	1757/2248	4161/4313	12435/10912	106.7/12201	286/3314	1652/19634	7705/5763	21833/24372	4154/11075	15441/16445	15441/33747	13/15
<u>7 COAL/MIN LSE</u>													
3- Coal, 34 Min Lse 20 Min Lse, 246-	0/0	10/15	62/102	124/133	35/-	196/222	79/104	63/63	335/103	15/15	41/52	21/21	0/0
<u>8 MIN LSE MIN LSE</u>													
27 Min Lse, 10 Min Lse 27 Min Lse, 10 Min Lse	0/0	20733/20733	15724/15724	20724/20724	0133/0133	9641/9641	110312/110312	317192/317192	13007/13007	7717/7717	2721/2721	2657/2657	15/15
<u>9 MIN LSE DISC</u>													
36 Min Lse, 246-	0/0	13/13	8/8	0/0	0/0	3/5	15/15	12/12	6/6	6/1	23/23	255/255	139/139
<u>10 PERM LSE PERM</u>													
46 Per Lse, 10 Per Lse 10 Per Lse, 10 Per Lse	0/0	2/2	16/16	0/0	0/0	3/59	0/0	2/2	1/1	1/1	3/4	12/12	2/2
	0/0	230145/230145	165145/165145	218715/218715	13522/13522	12333/12333	127667/127667	335001/335001	16715/16715	84114/84114	30063/30063	272714/272714	11/11

Table 4 Percent of ^{Total} Cases in Case Type Group by State ²⁻⁵⁻⁸⁵ ^{MMG}

Case Type Group	Administrative Area														TOTAL
	WA	SC	AK not estimated	AZ	CA	CO	ES	ID	MT	NV	NM	OR	UT	WY	
1 Miscel 00, 91	0	0	—	.001	.001	.016	.013	.003	.022	0	.228	.016	.016	.066	0.03
2 Public Adm 16, 18	0	0	—	.002	.008	.005	.013	.001	.006	.002	.009	.029	.001	0	0.00
3 Land Mgt Adj 21, 22, 23, 92	0	0	—	.070	.145	.153	.522	.312	.359	.034	.110	.503	.227	.009	0.18
4 Land Convey 25, 26, 27	0	0	—	.080	.512	.076	2.789	1.256	.866	.743	.459	.320	.189	.322	0.44
5 Land Use 28 29	0	0	—	.208	1.723	.655	.136	1.885	1.140	.345	9.177	2.175	1.233	2.708	1.88
6 Oil/Gas 31 32 33	0	0	—	.275	2.827	4.954	79.516	3.385	14.729	27.00	14.147	12.154	55.60	13.137	7.37
7 Coal/Mine 34, 35	0	0	—	.007	.061	.060	3.089	.220	.078	.025	.003	.007	.178	.106	0.12
8 Mgt Use, Min/Sec 37 38 100 - Refers	0	0	—	95.650	94.707	94.050	13.912	92.507	81.002	96.45	93.631	.41	92.0	93.22	29.95
9 Mgt Use Def 36	0	0	—	.006	.003	1	0	.003	.01	.004	.003	.007	.007	.011	0.02
10 Power, Res, Trans 40, 47, 50, 60, 20, 21, 85	0	0	—	.001	.007	0	0	.033	0	.001	.001	1	.001	.072	0.01
TOTAL PCT	0	0	—	100	100	100	100	100	100	100	100	100	100	100	100.00
TOTAL CASES	0	0	—	230,462	116,082	220,285	15,344	103,818	133,324	331,955	172,254	91,126	301,885	233,324	2,037,836

5 Percent of Total Active Cases in Administrative State by Case Type Group

Case Type Group		Pct in Group	Admin State - Percent of Total in Group ^{Total 2/4/82}													
			AK	AZ	CA	CO	ES	ID	MT	NU	NM	OR	UT	WY	TOTAL	
1	Misc	0.03	0	0	0	5	0	0	4	0	55	2	7	25	9	
2	Prob Abn	0.00	0	5	15	12	2	0	9	8	16	29	2	0	98	
3	Land High Adj	0.18	0	4	7	9	2	9	13	3	5	13	19	16	15	
4	Land Convey	0.44	0	2	9	2	5	14	13	27	9	3	6	10	108	
5	Land Use	1.88	0	1	7	4	0	5	4	3	41	5	10	19	99	
6	Off System	7.36	0	1	3	7	8	8	13	6	16	7	11	27	98	
7	Gas	0.12	0	0	4	5	10	8	1	3	16	1	0	16	99	
8	Misc	89.34	0	12	4	11	0	27	3	5	7	1	15	12	95	
9	Misc	0.02	0	3	2	0	0	0	3	1	8	17	5	6	10	
10	Misc	0.01	0	-	0	1	-	1	-	-	-	-	-	-	0	

9.92 - 0.0 11.60 2.04 13.20 0.75 5.07 6.54 13.22 2.40 47 14.50 3.10 10.0

2033.23%

Misc. Chg 1434 601
 Misc. Revenue 255 100
 2033.23%
 50 000

Table 6A Numbers and Percentages of Active Cases (Total, Mining Claims-Group 8, and Other than Mining Claims) a

Date 2/10/85

Admin State	"Active" Cases						Calculation of Activity	
	Total		Mining Claims		Other Than Mining Claims		3 x 617 8	c. 1.8/100 + 1
	Number 2	Pct 3	Number 4	Pct 5	Number 6	Pct 7		
1								
AZ	230 462	11.30	227 350	12.40	3 112	1.52	4.56	1.05
CA	166 032	8.14	157 247	8.58	8 785	4.28	5.50	1.06
CO	220 285	10.80	207 245	11.30	13 040	6.35	19.05	1.20
ES	153 44	0.75	2 133	0.12	13,211	6.44	19.32	1.20
ID	103 818	5.09	96 445	5.26	7 345	3.58	10.74	1.11
MT	133 324	6.54	110 382	6.02	22 942	11.18	33.54	1.33
NV	331 985	16.28	319 192	17.40	12 793	6.23	18.69	1.20
NM	172 254	8.44	136 278	7.11	41 976	20.46	61.38	1.61
OR	91 126	4.47	77 191	4.21	13 935	6.79	20.37	1.20
UT	301 885	14.80	279 655	15.25	22 230	10.83	32.49	1.32
WY	273 321	13.40	227 493	12.41	45 839	22.34	67.02	1.67
TOTAL	2,039,836	100.00	1,834,601	100.0	205,235	100.00		

Table 6B Case Processing Activity classes of Admin States
base upon Percent of BLM Cases requiring processing (excluding mining claims - Tbl. 6A, G17)

HIGH	MEDIUM	LOW
WY 22.34	OR 6.79	CA 4.28
NM 20.46	ES 6.44	ID 3.58
MT 11.18	CO 6.35	AZ 1.52
UT 10.83	NV 6.23	

[illegible]

Area Type	ES	Ind. Res.	Ind. Res.	Ind. Res.
	50	DO	DO	DO
Ind. Res.	30	10	10	10
Ind. Res.	50	25	5	5
Ind. Res.	40	5	5	5
Ind. Res.	40	10		
Ind. Res.	20	10	10	10

[illegible]

[illegible]

[illegible]

W. B. D. 1891

[illegible]

Vollst.	Bauart	Vollst. B.	S. Bauart	Vollst. B.	Vollst. B.
10	1	1	1	1	1
1	1	1	1	1	1

[illegible]

[illegible]

[illegible]

Table 8 Input and Output Documents in Case Processing with pages per case and number of times the document is modified or accessed per case
CASE PROCESSING INPUT/OUTPUT DATA (MANUAL SYSTEM) January 31, 1985

INPUT/ OUTPUT	NAME OF DATA - ITEM	DATA ITEM NUMBER	NUMBER OF PAGES PER CASE	LANDS OR MINERALS (L or M)	FREQ*
I	Money	1	1	L & M	4
I	Application (Form)	2	1	L & M	1
O	Accounting Advice (Form)	3	1	L & M	4
	Serial Register Page (Form)	4	2	L & M	15
	Master Title Plat (Map)	5	5	L & M	4
	Historical Index (Form)	6	-	L & M	3
	Track Book	7	-	L & M (ESO)	4
	Plat Book	8	-	L & M (ESO)	4
	Microfilm (MTP, SRP, HI, Use Plat)	9	-	L & M	4
	Paper Copy (MTP, SRP, HI, Use Plat)	10	-	L & M	4
O	Letter (REQUEST ADDITIONAL INFO)	11	1	L & M	1
O	Rejection Decision (Letter)	12	2	L & M	1
	Mineral Report (Patent)	13	20	L & M	1
O	Mineral Decision	14	2	M	1
	Resource Evaluation (Rep)	15	20	L & M	1
	Environmental Assess. (EA) or Categorical Exclusion	16	50	L & M	1
	Environmental Impact Statement	17	300	L & M	1
	NEPA Decision (Letter)	18	1	L & M	1
O	Letter of Alternatives	19	3	L & M	1
O	Notice of Realty Action (NORA)	20	4	L	1
	DRR/FONSI Report	21	5	L & M	1
O	News Release and Publication (FR+legal)	22	2	L & M	2
I	Protest Letter/NORA	23	2	L	1
O	Protest Decision Letter	24	2	L	1
	Modified Resource Evaluation	25	20	L & M	1
O	Decision Dismissing Protest (Letter)	26	1	L	1
O	List of Sold or Unsold Properties (Letter)	27	2	L & M	2
O	Authorization Offer Letter (SIMO)	28	1	L & M	1
I	Applicant Letter of Acceptance	29	1	L & M	1
O	Authorization Issued (Legal Instrument)	30	10	L & M	1
I/O	Administrative Law Judge Decision (Letter)	31	3	L	1
O	IBLA Appeal Letter (BLM)	32	5	L	1
I/O	IBLA Appeal Letter (Applicant)	33	5	L & M	1
I/O	IBLA Decision Letter	34	3	L & M	1
O	BLM Management Decision (Letter)	35	3	L	1
	Use Plat	36	5	L & M	4
I	Applicant Appeal to Federal District Court (Letter)	37	20	L & M	1
I/O	Federal District Court Decision	38	10	L & M	1
I/O	Applicant Appeal to Federal Circuit Court (Letter)	39	20	L & M	1
I/O	Federal Circuit Court Decision	40	10	L & M	1
I/O	Applicant Appeal to Supreme Court (Letter)	41	20	L & M	1
I/O	Supreme Court Decision	42	20	L & M	1

* FREQ = Number of times data item is modified/accessed per case

INPUT/ OUTPUT	NAME OF DATA - ITEM	DATA ITEM NUMBER	NUMBER OF PAGES PER CASE	LANDS OR MINERALS (L or M)	FREQ*
	Mineral Survey Plats	43	10	L & M	1
	Cadastral Survey Plats	44	5	L & M	1
O	Easement Maps	45	5	L	1
O	Rental Receipts (Form)	46	1	L & M	10
I	Development Plan (Form)	47	50	L & M	1
I	Application Permit to Drill (APD) (Form)	48	2	M	1
I	Lease Amendment (Form)	49	2	L & M	1
O	Compliance Certificate (Letter)	50	1	L & M	50
O	Reinstatement Certificate (Form)	51	2	L & M	10
O	Notice of Noncompliance (Letter)	52	3	L & M	5
O	Production-Rejection Decision	54	2	M	1
	Not Assigned	53			
O	No Dollars--Rejection Decision	55	2	L & M	1
O	Reinst--Rejection Decision	56	2	L & M	1
O	Noncomp-Rejection Decision	57	2	L & M	1
I	Description of Proposal	58	10	L & M	1
I	Maps (Generic)	59	20	L & M	1
I	Response Letter from Applicant	60	3	L & M	2
	Mineral Report Related to Resource Evaluation (KGS, etc.)	61	10	M	2
O	Letter Requiring EIS	62	2	L & M	1
I	Response Letter from Applicant on EIS	63	5	L & M	1
I	Letter of Agreement/EIS	64	5	L & M	1
	Non-BLM Report/NORA	65	5	L	1
I	Sealed Bid Letter	66	2	L & M	25
I	Proof of Construction	67	5	L	1
I	Assignment Request	68	2	L & M	5
O	Assignment Decision	69	2	L & M	5
	Development Plan Alternative (Report)	70	50	L & M	1
	Mineral Production Reports	71	3	M	25
I	Asbuilt Construction Plans	72	5	L	1
I	Request for Authorization	73	2	L & M	1
I	Request for Title Transfer	74	3	L & M	1
I	Change in Terms and Condition	75	3	L & M	2
I	Competitive Sales Request	76	1	M	1
I	Exploration Bonds	77	2	M	1
I	Nationwide or Statewide Bonds	78	2	M	1
I	Exploration Plan	79	30	M	1
O	Plan of Operations - Decision	80	2	L & M	1
O	Signature Sheet	81	1	L & M	5
I	Royalty Reduction/Adjustment Request	82	2	M	2
I	Coal Modification				
	Application/Adjustment	83	5	M	2
O	Request for Offering (Coal/SIMO)	84	1	M	2
O	Termination List	85	3	M	1
O	Termination Notice	86	2	L & M	2
I	Notice of First Production	87	2	M	1
I	Notice of Last Production	88	2	M	1
O	Notice of Lease Extension	89	2	L & M	2
	DOJ Clearance	90	2	L & M	1
	(Resource Recovery Protection Plan)	91	30	M	1

* FREQ = Number of times data item is modified/accessed per case

INPUT/ OUTPUT	NAME OF DATA - ITEM	DATA	NUMBER	LANDS OR	FREQ*
		ITEM	OF PAGES	MINERALS	
		NUMBER	PER CASE	(L or M)	
O	Notice to Survey	92	2	L & M	1
O	Cancellation Decision	93	2	M	2
O	Patent Issued/Clear List Issued	94	3	L	1
	Memo (Doc) to Close Case	95	1	L & M	1
I/O	Testimony of BLM/Applicant	96	10	L & M	3
I	Individual Case Bond	97	2	L & M	1
I	Notice of Relinquishment	98	2	L & M	1
I	Bond Rider (Amendment)	99	2	L & M	3
O	Public Notification, e.g. Mailing	100	1	L & M	2
I	Hearing Request by Affected Party	101	3	L & M	1
I/O	BLM Hearing Request by Admin				
	Law Judge	102	10	L & M	1
	Reports Request Letter Form	103	1	L & M	4
	Reports (by SMA, DO, AO, FS, FWS, USGS)	104	3	L & M	4
	Request for Prelim Title Report	105	3	L & M	1
	Final Title Report	106	6	L & M	1
	Request for Final Title Report	107	3	L & M	1
	Prelim Title Report	108	5	L & M	1
I/O	Declaration of Taking	109	5	L	1
	Appraisal	110	15	L	2
	Solicitor's Opinion	111	20	L	1
	Site/Route Analysis	112	10	L	1
	Deed on Acquired Lands	113	3	L	1
I/O	Court Filing for Condemnation	114	30	L	1
	Bureau Motion, e.g. Sales, WSA	115	5	L	1
I/O	Congressional Approval	116	2	L	1
	Regional Coal Lease Doc.	117	150	M	1
O	Permit	118	1	L	1
	CDI Generated	119	5	L	1
O	Proposal to Congress	120	10	L	1
I	Congressional Response	121	5	L	1
O	Notice to Proceed	122	2	L & M	5
O	Suspension Order	123	2	L & M	5
O	Orders, Proclamations	124	10	L & M	1
O	Annual/Final Proofs	125	3	L & M	4
I	Amended Applications	126	10	L & M	1

* FREQ = Number of times data item is modified/accessed per case

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✓ The Township equivalents have no plots, the number is an estimate of maps that are used in the non public land survey states.

TABLE 13 Indicators of Record Use: Land Area, Cases and Number of Employees by Admin Office

Land Area	Millions of Acres				No of Tups				Active Cases				Number of Employees			
	All	Fed	Min	Only	TOTAL	Fed	Min	Only	Active Cases	Pct of	Pct of	Area	Total	No of Employees	by Classification	
	Act	Swf	Swf	Swf	Tups	Swf	Swf	Swf	Cases	Area	Area	Area	Empl	Empl	Empl	Empl
	Est	Est	Est	Est	Est	Est	Est	Est	Est	Est	Est	Est	Est	Est	Est	Est
ARIZONA STATE OFFICE	132.0	2.7	1347	3472	3472	23042	7	6	312	227550	191	8-B	10	11	12	13
Arizona Strip DO	87				278				278	278	278	278	278	278	278	278
Shivwits AO	35				97				97	97	97	97	97	97	97	97
Vermillion AO	65				181				181	181	181	181	181	181	181	181
Phoenix DO	72				2500				2500	2500	2500	2500	2500	2500	2500	2500
Phoenix RAH (20-12-6)	57				1417				1417	1417	1417	1417	1417	1417	1417	1417
Kingman RAH	21				541				541	541	541	541	541	541	541	541
Lower Gila RAH	22				542				542	542	542	542	542	542	542	542
Safford DO	15				570				570	570	570	570	570	570	570	570
Gila AO	40				207				207	207	207	207	207	207	207	207
Sun Stron AO	60				313				313	313	313	313	313	313	313	313
Yuma DO	57				174				174	174	174	174	174	174	174	174
Havasus RAH	30				52				52	52	52	52	52	52	52	52
Yuma AO	70				122				122	122	122	122	122	122	122	122
TOTAL	3472	23042	3472	3472	3472	23042	7	6	312	227550	191	8-B	10	11	12	13

(1) Table 7 - Case Type Group 4 - Land Transfer
(2) Table 10 - Pct of Case Pages - Weighted for All Cases

TABLE B Indicators of Record Use: Land Area, Cases and Number of Employees by Admin Office

[illegible]

TABLE 13 Indicators of Record Use: Land Area, Cases and Number of Employees by Administrative Office

[illegible]

TABLE 13 Indicators of Record Use: Land Area, Cases and Number of Employees by Admin office

Land Area	Millions of Acres				No. of Twp			Active Cases			Total			No. of Employees		
	All	Fed	Fed Only	TOTAL	Fed	Inter	TOTAL	Cases	Pct of Cases	Pct of Area	Total	Spec	Reg	Adju	Land	Recd
Pct Acc'd of Lvl	1	2	3	✓	4	5	6	7	8	9	10	11	12	13	14	
ST	1	2	3	✓	4	5	6	7	8	9	10	11	12	13	14	
DI	1	2	3	✓	4	5	6	7	8	9	10	11	12	13	14	
EASTERN STATES OFFICE																
Jackson MO	1	2	3	✓	4	5	6	7	8	9	10	11	12	13	14	
Public Land Survey States (29)	11.3	0.2	11.5	8017	3860	8017										
Alabama																
Arkansas																
Florida																
Louisiana																
Mississippi																
Non-Public Land Survey States (51)	11.2	0.0	11.2	8216	486	8216										
Georgia																
Kentucky																
N Carolina																
S Carolina																
Tennessee																
TOTAL	22.5	0.2	22.7	16233	4386	16233										
Michigan D O	12.5	0.0	12.5	13715	2554	13715										
Public Land Survey States (67)																
Illinois																
Indiana																
Iowa																
Madison																
Minnesota																
Missouri																
Ohio																
TOTAL	38	0.0	3.8	172	172	172										
Non-Public Land Survey States (33)																
Connecticut																
Delaware																
District of Columbia																
Maine																
Massachusetts																
New Hampshire																
New Jersey																
New York																
Pennsylvania																
Rhode Island																
TOTAL	11.3	0.0	11.3	20526	274	20526										
ES: TOTAL	38.9	0.02	39.1	30759	7072											

TABLE 13 Indicators of Record Use: Land Area, Cases and Number of Employees by Administrative

Land Area of State District	Millions of Acres				No. of Tups				Active Cases				Number of Employees			
	FED		TOTL		FED		TOTL		Active Cases		Pct of		Total		No. of Employees	
	Min		Max		Min		Max		Cases		Pct of		No. FTE		By Classification	
	Land	Est	Land	Est	Land	Est	Land	Est	Land	Est	Land	Est	Empl	Adj	City	Land
	1	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15
Boise DO	1	338	1.8	35.6	2.546	2.546	10388	74	2.5	74						
Bruneau AO	24%					637			8	6						
Cascade AO	20					127			8	1						
Jarbridge AO	45					287			2	1						
Oxyhee AO	17					108			8	2						
	18					115			2	11						
Burley I2	10%					255			2	0						
Deep Creek AO	40					102			2	0						
Snake River AO	60					153			2	0						
Coeur d'Alene DO	24%					611			2	0						
Cottonwood RAI	60					367			6	0						
Emerald Empire AO	40					244			2	10						
Idaho Falls DO	16%					458			5	5						
Big Butte AO	30					137			5	0						
Medicine Lodge AO	40					184			2	0						
Pocatello RAI	30					137			8	10						
Soda Springs AO	7					7			2	15						
Salmon DO	15%					382			2	0						
Challis AO (Flathead)	78%					298			2	0						
Lenhi AO	20%					84			2	0						
Shoshone DO	8%					204			2	0						
Bennett Hills AO	48					98			5	0						
Nonantum AO	52					106			2	0						
TOTAL						2546			106	100						

TABLE 13 Indicators of Record Use: Land Area, Cases and Number of Employees by Admin Office

Land Area of ST or DI	Millions of Acres				No of Tups				Active Cases				No. of Employees by Classification				(1) ST	Towns	PS			
	All		Fed		TOTAL		Fed		Cases		Pct of Active Cases		Total No. FTE Empl		Rity							
	Land	Area	Min	Only	Land	Area	Min	Only	Land	Area	Min	Only	Land	Area	Min	Only				Land	Area	Min
DI	1	2	3	4	5	6	7	8	9	10	11	12	13	14								
Butte DO	17%	18.2	51.8	6500	8986	13334			80	54												
Dillon RAH	20				1569				5	4												
Garnet RAH	50				304				2	2												
Headwater AO	30				470				5	4												
Dickinson DO	24%				2154				5	4												
Leviestown DO	12%				1121				5	4												
Great Falls RAH	35				392				5	4												
Havre RAH	21				235				5	4												
Judith AO	32				247				5	4												
Phillips RAH	12				135				5	4												
Valley RAH	10				112				5	4												
Miles City DO	46%				4142				5	4												
Big Dry RAH	22				897				5	4												
Billings RAH	12				502				5	4												
Powder River RAH	10				395				5	4												
South Dakota RAH	56				2348				5	4												
TOTAL					929				100	100												

ST	Towns	PS
MT	4484	4484
ND	1077	2154
SD	929	2348
	6500	8986

TABLE 13 Indicators of Record Use: Land Area, Cases and Number of Employees by Admin Office

Land Area Pct of State MI	Millions of Acres				No. of Types				Active Cases				Num. of Employees			
	All	Fed	Min	Only	TOTAL	Fed	Inter	TOTAL	Cases	Pct of Cases	Area	Rank in State	Total	No. FTE	by Classification	
	Acres	Acres	Acres	Acres	Acres	Acres	Acres	Acres	Acres	Acres	Acres	Acres	Acres	Acres	Acres	Acres
	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16
REYADA STATE OFFICE	11	1605	03	608	3369	3369	331985	5	1	7	8	9	10	11	12	13
Battle Mountain DO	20%	L			674	674		3	9				3	15	1	2
Shoshone-Eureka AO	45%	L			303	303		3	0				8	18	1	1
Tonopah RAH	55%	M			371	371		7	13							
Carson City DO	15%	M			505	505		7	2				7	14	1	1
Lahontan AO	55%	M			278	278		7	13				10	11	1	1
Walker AO	45%	L			227	227		3	11							
Elko DO	15%	L			505	505		3	3				4	18	1	1
Elko AO	50%	M			253	253		3	0				11	18	1	1
Wells AO	50%	L			252	252		3	9							
Ely DO	15%	L			505	505		3	2				2	14	2	1
Egan AO	50%	L			252	252		3	0				5	16	1	1
Schell AO	50%	L			253	253		3	9							
Las Vegas DO	20%	M			675	675		5	4				12	14	1	1
Caliente RAH	45%	L			304	304		4	4				1	28	3	1
Stateline-Emeralda AO	55%	M			371	371		6	34							
Winnemucca DO	15%	L			505	505		3	0				9	16	1	1
Paradise-Denio AO	45%	L			227	227		3	0				6	17	1	1
Sonoma-Gerlach AO	55%	M			278	278		7	13							
TOTAL					3369	3369		100	101							

TABLE 13 Indicators of Record Use: Land Area, Cases and Number of Employees by Admin Office

NEW MEXICO STATE OFFICE	Land Area	Millions of Acres				No of Twp's				Active Cases				Max. No. of Employees			
		FED		FED		FED		FED		Pct of		Pct of		Total No of Employees		by Classification	
		Min	Only	Min	Only	Min	Only	Min	Only	Active	in	Active	in	Empl	Spec	Min	Land
ST	DI	1	2	3	4	5	6	7	8	9	10	11	12	13	14		
Albuquerque DO	11%	30.9	9.3	40.2	4176	14103	172.254	100	57								
Farmington RAH	27					1557											
Rio Puerco AO	27					420											
Taos RAH	46					719											
Las Cruces DO	13%					1892											
Lordsburg RAH	21					4140											
Socorro RAH	23					415											
White Sands AO (2)(3)	35					1037											
Roswell DO	33%					4682											
Carlsbad RAH (2)(3)	85					3978											
Roswell AO	15					704											
Tulsa DO						6263											
Oklahoma RAH (2)(3)	44%					392											
TOTAL						14103											

(1)

ST	Fed	Total
NH	3708	3708
OK	320	2131
TX	148	8284
TOT	4176	14103

(2)

Reswell DO	TX	NH	OK	Total
Carlsbad RAH	45(8264)	3718	260	3978
Las Cruces DO	105(8264)	413	624	1037
White Sands	50(8264)	4132	201	6263
Tulsa				

(3) Fed Inter

Tulsa 72 TX 50 NH 8
OK 320 OK
392 TX
Las Cruces 7 TX 05 NH
White Sands 624 NH
631 TX
Carlsbad 65 TX 45 NH
260 NH
325 TX

TABLE 13 Indicators of Record Use: Land Area, Cases and Number of Employees by Admin Office

Land Area of State DO	Millions of Acres			No. of Types			Active Cases			Number of Employees				
	All	Fed	Min	Fed	Fed	Min	Pct of Cases	Pct of Case Act Rank in	Total Empl	No. of Employees by Classification	Land	Rec		
	Est	Surf	Land	Only	Land	Only	Active	Area	Empl	Spec	Adjud	Rec		
	1	2	3	4	5	6	7	8	9	10	11	12	13	14
<u>OREGON STATE OFFICE</u>														
Burns DO	980	19	46.7	4411	5034	9116		100	93					
Three Rivers AO	70				443									
Andrews AO	30				133									
Coeys Bay DO	386				177									
Ilwaco AO	25				44									
Umpqua AO	25				44									
Myrtlewood AO	50				89									
Eugene DO	380				148									
Neti RAH	15				22									
Dorena AO	15				22									
Mohawk AO	40				60									
Lorane AO	30				44									
Leavey DO	980				443									
Warner Lake AO	30				133									
High Desert AO	30				133									
Klamath Falls RAH	40				177									
Redford DO	380				148									
Klamath AO	25				37									
Butte Falls AO	20				30									
Jacksonville AO	15				22									
Grants Pass AO	30				44									
Glendale AO	10				15									
Prineville DO	110				443									
Central Oregon AO	40				177									
Deschutes AO	60				266									
Roseburg DO	280				118									
No Umpqua AO	55				64									
So Umpqua AO	20				24									
Dillard AO	10				12									
Drain AO	15				18									

(continued next page)

(Continued next page)

TABLE 13 Indicators of Record Use: Land Area, Cases and Number of Employees by Admin Office

Land Area Pct of ST DI	Millions of Acres				No of Types		Active Cases		Area Rank		Total No of Employees			
	ALL	Fed	Min	Only	Tot	Inter	Cases	Pct of	Area	In	Empl	By	Min	Land
	Est	Land	Land	Land	Land	Land	Land	Land	Land	Land	Land	Land	Land	Land
UTAH STATE OFFICE	133.5	1.2	3	4	5	6	7	8	9	10	11	12	13	14
Cedar City DO														
Beaver River RAH	30%				518			2	10	170				
Dixie RAH	35				191			4	4	2				
Escalante RAH	20				78			8	1	1				
Kanab RAH	30				104			1	1	1				
					155			4	21	16				
Hoab DO	23%													
Grand RAH	30				595			8	2	2				
Price River RAH	17				179			7	2	2				
San Juan RAH	35				101			4	1	1				
San Rafael RAH	18				208			7	2	2				
					107			7	33	210				
Richfield DO	20%													
Henty Mountain RAH	23				518			4	2	2				
Honey Range RAH	25				119			1	1	1				
Sevier River RAH	28				130			1	1	1				
Warm Springs RAH	24				145			4	1	1				
					124			4	14	16				
Salt Lake DO	27%													
Bear River AO	60				644			1	1	1				
Pony Express AO	40				419			4	0	0				
					280			1	5	0				
Vernal DO	10%													
Book Cliffs AO	35				259			4	3	3				
Diamond Mountain AO	65				91			8	2	2				
					168			4	4	2				
TOTAL					2589			99	100					

TABLE 13 Indicators of Record Use: Land Area, Cases and Number of Employees by Admin office

Area	Pct of State	Millions of Acres			No. of Towns		Active Cases		No. of Employees		Total No. of Employees by Classification	Total No. of Employees			
		All	Fed	State	Fed	State	Cases	Pct of Active Cases	Area	Rank in State			Empl	Spec	Min
Casper DO	65%	1	2	3	4	5	6	7	8	9	10	11	12	13	14
Buffalo RAH	10	1	2	3	4	5	6	7	8	9	10	11	12	13	14
Newcastle RAH (2)	15	1	2	3	4	5	6	7	8	9	10	11	12	13	14
Platte River AO		1	2	3	4	5	6	7	8	9	10	11	12	13	14
Rawlins DO	18%	1	2	3	4	5	6	7	8	9	10	11	12	13	14
Divide AO	20	1	2	3	4	5	6	7	8	9	10	11	12	13	14
Lander RAH	37	1	2	3	4	5	6	7	8	9	10	11	12	13	14
Medicine Bow AO	43	1	2	3	4	5	6	7	8	9	10	11	12	13	14
Rock Springs DO	10%	1	2	3	4	5	6	7	8	9	10	11	12	13	14
Big Sandy RAH	22	1	2	3	4	5	6	7	8	9	10	11	12	13	14
Kimberly RAH	26	1	2	3	4	5	6	7	8	9	10	11	12	13	14
Pinedale RAH	32	1	2	3	4	5	6	7	8	9	10	11	12	13	14
Salt Wells RAH	20	1	2	3	4	5	6	7	8	9	10	11	12	13	14
Worland DO	7%	1	2	3	4	5	6	7	8	9	10	11	12	13	14
Cody RAH	60	1	2	3	4	5	6	7	8	9	10	11	12	13	14
Grass Creek AO	22	1	2	3	4	5	6	7	8	9	10	11	12	13	14
Washakie AO	19	1	2	3	4	5	6	7	8	9	10	11	12	13	14
TOTAL		1	2	3	4	5	6	7	8	9	10	11	12	13	14

(i)	St	Townships	
		Fed	Total
	WY	2984	2984
	Neb	1570 354	2354
	Total	3338	5338

(2) Fed Inlet
Newcastle RAH

$$\begin{array}{r} 2638 \text{ TOT} \\ - 2354 \text{ NE} \\ \hline 284 \text{ WY} \\ 354 \text{ NE Fed Inlet} \\ \hline 638 \end{array}$$

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[illegible]

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(2) Security specification development will address the needs and incorporate the recommendations of the end user, the developer, the servicing facility, and the security official. They will ensure that adequate checks and balances are included in the design specifications, commensurate with the sensitivity of data, and that adequate backup and recovery procedures are included.

(3) ~~Each bureau will establish guidelines to ensure that provisions of the approved security specifications are incorporated into its administrative procedures and into all system and programming specifications.~~

(4) Responsible individual(s) will be identified at the outset, as a part of project approval, to review and verify the security requirements and certify that the protective safeguards are adequate at several points, including but not limited to: requirements definition, feasibility study, system design, program design, system test, system implementation, system operation and system maintenance.

(5) ~~Access to computer programs used to process sensitive applications must be controlled.~~ Examples are:

(a) Written approval should be obtained before programmers may gain access to source code maintained in a controlled source program library.

(b) Systems programmers should not write sensitive application programs.

(c) Application programmers should not write systems programs

(d) Data for final testing of the program should not be developed by the programmer.

(e) Final testing should not be conducted by the programmer.

B. Design Review. Each bureau will establish procedures for conducting and approving design reviews prior to using systems operationally. The design reviews will verify that the application meets the security design specifications. The results of the design review will be fully documented and maintained as prescribed by the BADPSO as part of the official records of the bureau. Design review will address the following:

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(1) Individual Accountability. Each user's identity will be positively established, and his/her access to and activity in the application system (including material accessed and actions taken) controlled and open to scrutiny.

(2) Environmental Control. The application system will be externally protected to minimize the likelihood of unauthorized access to system entry points, access to sensitive information in the system, or damage to the system.

(3) System Stability. All elements or components of the application systems will function in a cohesive, identifiable, predictable, and reliable manner so that malfunctions may be detected and reported within a known time.

(4) Data Integrity. Each file or collection of data in the application system will have an identifiable origin and use. Its accessibility, maintenance, movement, and disposition will be governed on the basis of sensitivity classification and need-to-know.

(5) Communication Links. These links and lines will be secured in a manner appropriate for the material designated for transmission through such lines or links.

(6) Sensitive Material Such material handled and produced by the application system or stored in or on media will be safeguarded as appropriate.

(7) Unauthorized Attempts to Access/Change. Unauthorized attempts to change, circumvent, or otherwise violate any part of the application system should be detectable and reported within a known time by the operating system and simultaneously cause an abort or suspension of the responsible user activity. In addition, the incident will be recorded in an audit log and the IADPSO notified.

(8) Memory/Storage Protection. The operating system will protect the security of the ADP system by controlling:

(a) Resource allocation (including primary and auxiliary memory).

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(b) Memory access outside of assigned areas.

(c) The execution of master (supervisory) mode instruction which could adversely affect the security of the operating system.

(9) Security Labels. All sensitive material accessible by or within the ADP system will be identified as to its sensitivity, access or dissemination limitations, and all output of the ADP system will be appropriately marked.

(10) Terminal Identification. Manual and administrative procedures and/or appropriate hardware/software measures will be established to ensure that the terminal from which personnel are attempting to access sensitive material has been protected and is authorized such access. Where a terminal identifier is used for this purpose, it will be maintained in a protected file.

(11) User Identification. Where needed to insure control of access and individual accountability, each user or specific group of users will be identified to the ADP system by appropriate administrative or hardware/software measures. Such identification measures must be in sufficient detail to enable the ADP system to provide the user only that material which he/she is authorized to use. User identification, access codes and passwords must be protected so that they are not displayed on terminals where they may be compromised.

(12) Terminal Control. Positive control will be maintained at all times over the use of remote terminals. In instances where a terminal which accesses sensitive information is left unattended during duty hours, an automatic software disconnection of the terminal from the computer will be effected after a predetermined period of time has elapsed.

(13) Program Clearing. Programs should be available for clearing or making inaccessible from the system all sensitive material.

(14) Shutdown and Restart. The operating system must provide for security safeguards to cover unscheduled system shutdown (aborts) and subsequent restart, as well as for scheduled system shutdown and operational start-up.

(15) Interrupt Handling. The interrupt handlers, in conjunction with their corresponding hardware features, must provide a mechanism for responding to attempted security violations; such as attempts to execute illegal instructions, to violate storage protection, and to issue invalid input/output commands by hardware transfer of control to appropriate software routines.

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(16) File Access Control. The requirement for generally restricting access to files rather than permitting access is paramount. The issues are: protection against unauthorized access to a file, protection against authorized access in unauthorized ways (e.g., doing a "write" operation when only a "read" operation is authorized), and protection against accidental errors in the use of the file. The typical functions that must be performed are:

(a) Verify user's right to access the file.

(b) Verify the user's access privileges.

(c) If the file is private, allocate a device and verify that the correct media is mounted. A user may access any file to which he/she has been authorized access.

(17) Data Access Control. Data access control consists of scheduling and controlling the transfer of data between main storage and secondary storage. Special facilities are required to provide data access control below the file level. Protection at the record or data field level requires a data definition capability whereby the user and his access privileges can be specified.

(18) Surveillance Management. A surveillance function is required to assure accountability of the users of the system and to perform security damage assessment. Surveillance management consists of the security audit function and threat monitoring. An audit trail log should be created for activities such as privileged user operation, operator activity monitoring and retention of reports produced from and/or pertaining to security surveillance. The log should contain detailed information, such as:

(a) Nature of the event to be logged (e.g., opening and closing of files and update and inquiry transactions);

(b) Identification of involved elements (e.g., data indexes, directories); and

(c) Information about the event (e.g., success or failure, system response, procedural violation).

(19) Data base management systems (DBMS) are intended to integrate and manage in a nonredundant structure for processing by multiple applications. DBMS, therefore, represents a more difficult problem, tech-

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nologically, in ensuring positive control over data. Protection of the data base is essential, as it represents a considerable asset and has become vital to mission accomplishment. Commercially available DBMS have different characteristics affecting their security suitability which should be considered when acquiring a system for handling of sensitive information. These characteristics may be generally categorized as follows:

- (a) Data base access/manipulation methodology.
- (b) Data base integrity.
- (c) Save/recovery/restart.
- (d) Audit mechanisms and utilities.

C. Systems Testing.

(1) The bureau will establish procedures for conducting and approving system tests prior to using systems operationally. The objective of the systems tests will be to verify that the planned safeguards are operationally adequate prior to the use of the system. The results of the system test will be fully documented and maintained as prescribed by the BADPSO as part of the official records of the bureau.

(2) User application programs and systems programs which do not violate the security or integrity of the ADP system may be debugged during system operation, provided that such activity is limited to the user mode. All other system software development, experimentation, testing and debugging should be performed on a system temporarily dedicated for these purposes.

(3) Upon completion of the system test, the system will be certified that it meets the documented and approved system security specifications, meets all departmental policies, regulations and standards, and that the results of the test demonstrate that the security provisions are adequate for the application sensitivity.

D. System Certification.

(1) The BADPSO will be responsible for assuring the certification and recertification of all sensitive application systems. After a new or modified system has been operationally tested, the certification should attest to the following:

- (a) The approved security specifications have been satisfied and are adequate.

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(b) The application system security protection features have been tested and found sound.

(c) All applicable Federal policies, regulations and standards have been met.

(d) Features or areas of the system or applications which are potentially weak are identified and periodic followup reviews are scheduled.

(2) The BADPSO will review all current sensitive operational systems within one year of the date of this document, to assure compliance with security specifications, determine if there is adequate protection, and assure compliance with all Federal policies, regulations and standards. This certification process will be a series of reviews and evaluations of decisions made by several individuals who have responsibility for a sensitive application system, see paragraph 2.9A(4). The decisions so made will become part of the official bureau files and available for examination by authorized persons during the systems life cycle.

(3) System certification process will include:

(a) Requirements Review. The individual responsible for approval of requirements determination will certify to the sensitivity of the application. This decision will be confirmed by the individual's supervisor.

(b) System Design. The individual responsible for approval of the system design will specify the security measures to be incorporated into each computer application program series and certify that such action has been taken.

(c) System Programming. The individual responsible for approval of the system programming will certify that all safeguards identified in the system design specifications have been incorporated.

(d) Application System Testing. The individual responsible for approval of the system testing of the application will certify that each computer program or program series, whether acquired or developed in house, has been successfully security tested.

(e) Operating Systems and Computer Operations. Operating systems must work properly with each application system and, therefore, pose a distinct type of risk. To minimize the risk the individual in

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charge of the operating system shall certify that the operating system effectively controls hardware and software functions to provide the level of protection required for that application. The individual responsible for computer operations shall certify that safeguards are adequate to meet the system security requirements.

(f) The BADPSO must certify that all of the foregoing certifications have been made, and assure that all documentation of the security measures included in any aspect of the application system is controlled commensurate with the risk and application sensitivity.

E. Recertification. In addition to the above, the BADPSO will establish criteria for development of procedures to periodically accomplish recertification, as indicated by operational circumstances. These instances are as follows:

(1) After System Malfunction or Compromise. Depending upon how the system has malfunctioned or has been compromised and on what remedial action has been taken, some recertification procedures are desirable to reestablish that the security controls are fully functioning.

(2) After Scheduled or Unscheduled Hardware or Software Maintenance or Modification. As with system malfunctions, some level of recertification undoubtedly is necessary after modifications have been made in the computing equipment or the system software. The scope and depth of these tests and inspections should reflect what maintenance has been performed and what changes have been made. For sufficiently extensive modifications or maintenance, the recertification procedure should approximate the extensive set of tests and inspections made at the time of initial implementation or system test.

2.10 Processing Operation. This section includes minimum requirements and guidelines for security protection measures relating to ADP operations both within computer facilities and at remote terminal sites. The following minimum requirements apply to all sensitive installations.

A. Minimum Requirements.

(1) Processing Operations Security Within A Sensitive ADP Installation. Each BADPSO will assure that a system of procedures and controls is established and followed for all data processing operations associated with a sensitive installation. These operational procedures will be consistent with and interface with other security measures, such as physical security, to assure that a totally integrated security plan is effected. In a remote processing or distributed processing environment, security control plans and procedures will include consideration of all

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aspects of the processing operation, including remote facility security, terminal and transmission security, data and media security and other factors as necessary.

(2) Security Incidents.

(a) All security incidents suspected or confirmed will be investigated to determine their cause, and where possible, to identify cost-effective corrective action that can be taken to prevent a recurrence of a similar incident. Possible or actual incidents will be reported to the appropriate level of management as determined by the BADPSO so that investigative action, if warranted, may be initiated. Examples of the types of incidents that will be reported to management include but are not limited to:

(i) Unexplainable output received at a terminal (e.g., receipt of information not specifically requested).

(ii) Abnormal system response to user time-sharing statements.

(iii) Inconsistent or incomplete security marking or output.

(iv) Computer by-product material or outputs from previous terminal user remaining uncontrolled in the terminal area.

(v) Unattended terminal device signed on and connected to the system.

(vi) An unsuccessful attempt to log-on from a remote terminal (e.g., improper user identification code or password given repeatedly from the same terminal).

(vii) Extraneous data found in computer printout listing.

(b) Management will carefully review all incident reports and relative documentation and, in cooperation with other security and investigative personnel, advise the manager having jurisdiction over the system as to whether or not a system penetration or security violation may have occurred.

(c) In cases of suspected or confirmed security violations of sensitive installations where a compromise of classification or sensi-

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.04 Responsibility.A. National Security Information and Vital Records.1. Director. The Director is responsible for:

a. Safeguarding classified information and material.

b. Appointing a Bureau Physical Security Officer.

2. Bureau Physical Security Officer. The Assistant Director, Administration, as the Bureau Physical Security Officer, is responsible for:

a. Installing, maintaining, inspecting, and advising on procedures, controls, and facilities for safeguarding classified material originating in, received by, in transit through, or otherwise in the custody of any office of the Bureau.

b. Recommending downgrading, or declassification and disposing of, or obtaining authority for disposing of, classified material. (See 442 DM 1.7.)

c. Reporting semiannually (June 30 and December 31) to the Department (Director of Information Resources Management) of actions taken in one and two above. (See Illustration 1.) A negative report is not required.

d. Providing a copy of security regulations to employees assigned to handle classified material in the Washington Office.

3. Assistant Directors, State Directors, Service Center Director, and BLM Director - Boise Interagency Fire Center. As Physical Security Officers for respective offices, are responsible for:

a. Safeguarding classified material within their offices and suboffices.

b. Assuring that employees assigned to handle classified material have proper security clearance.

c. Recommending to the Director (810) the downgrading, or declassification and disposal of, classified material.

d. Reporting immediately to the Director (810) upon receipt of classified defense information. (See Illustration 1.)

B. Proprietary/Confidential Information.

1. Director and Associate Director. The Director and Associate Director are responsible for the overall management and administration of Proprietary/Confidential Information. This responsibility is exercised through the AD-Administration. The Director and Associate Director are responsible for making final decisions about Proprietary/Confidential Information policy and procedures where conflicts arise that cannot be resolved at the Deputy Director level, or affects the responsibility of more than one Deputy Director.
2. Deputy Director. Deputy Directors, within their assigned areas of responsibility, are responsible for making final decisions about Proprietary/Confidential Information policy and procedures which have application in more than one Bureau division under their direction after review by the Freedom of Information Act Officer (FOIA).
3. Assistant Directors. Assistant Directors, within their assigned areas of responsibility, make final staff decisions about the content of Proprietary/Confidential Information directives involving program policy and procedures which have application in a number of Bureau offices under their direction.
4. AD-Administration. Through the Designated Bureau Proprietary/Confidential Information Officer (Division of Information Systems, Branch of Records Management), the AD-Administration is responsible for the overall management and administration of Proprietary/Confidential Information and for approval of physical security measures and practices for Proprietary/Confidential Information throughout the Bureau.
5. SC. Through the designated Proprietary/Confidential Information Officer, the SC (Division of Records Systems) is responsible for providing assistance to headquarters and field offices concerning all phases of the management, administration, evaluation, and development of training, for Proprietary/Confidential Information.
6. SC, SD's, and BLM D-BIFC. Through the designated Proprietary/Confidential Information Officer, SC, SD's, and BLM D-BIFC are responsible for the establishment, administration of practices and procedures for Proprietary/Confidential Information, and for planning and upgrading the physical security facilities in all offices under their area of responsibility, in conformance with established standards and instructions.
7. Proprietary/Confidential Information Officers. Under the guidance of the appropriate office heads, are responsible for developing, implementing, and administering the overall policies and procedures for Proprietary/Confidential Information, and for reviewing and evaluating the management of Proprietary/Confidential Information throughout their areas of responsibility.

8. Office of Control and Secondary Office of Control. Any office having custody of Proprietary/Confidential Information is responsible for safeguarding it from unauthorized disclosure.

.05 Definitions.

A. Information. Knowledge which can be communicated or received by any means concerning a particular fact or circumstance.

B. Proprietary/Confidential Information. For the purposes of this Manual Section, Proprietary/Confidential Information is defined broadly for the purpose of establishing levels of security and is not to be confused with the definitions of confidential and proprietary information as developed by FOIA case law. Proprietary/Confidential Information for security purposes is either:

1. Prohibited from release by statute;
2. Submitted to the government in expectation of confidentiality, which is required in order to prevent substantial competitive harm;
3. Gathered by the government under the requirements of law or for the purpose of evaluating any facet of the resources programs and capable of causing substantial competitive harm to persons, organizations, corporations, etc., about whom the information is gathered; or,
4. Created by the government in its own interest for the purpose of gaining full value for its resources or for protecting those resources from exploitation.

C. Authorized Officials. Those officials authorized by the head of respective agencies to receive Proprietary/Confidential Information. Responsibility for determining whether a person's duties require that he/she possess, or have access to any Proprietary/Confidential Information, and whether he/she is authorized to receive it rests with the individual who has possession, knowledge, or control of the information involved, and not upon the prospective recipient, except that the Freedom of Information Act Officer is an authorized official when the information is covered by a Freedom of Information Act request.

D. Need-to-Know. In addition to being an authorized official, a person must have a need for access to Proprietary/Confidential Information or material sought in connection with the performance of official duties or contractual obligations. The determination of that need will be made by officials having responsibility for Proprietary/Confidential Information or material. The Freedom of Information Act Officer has a need-to-know for information covered by an FOIA request.

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E. Automatic Data Processing (ADP) Security. ADP security is that aspect of security concerned with data integrity and protection of information resources from modification, loss, or destruction. It is concerned with safeguarding information from unauthorized disclosure and/or improper use.

F. Physical Security. Physical safeguards designed for protection of facilities, employees, equipment, and information.

G. Office of Control. The BLM office directly receiving Proprietary/Confidential Information is the Office of Control. Any office to which Proprietary/Confidential Information is later transferred becomes a Secondary Office of Control. For the purpose of this Manual Section, BLM personnel physically located in the same geographic city, and under the same major office head's area of responsibility as the office receiving Proprietary/Confidential Information will be regarded as a part of the original Office of Control or the Secondary Office of Control, as appropriate, and will have access to such Proprietary/Confidential Information in the performance of duties. For example, Washington, D.C., employees in the Main Interior Building and those located in the Matomic, Premier, or Board of Trade Building who are officially assigned or are on official detail to the WO headquarters office and which office is utilizing Proprietary/Confidential Information will be regarded as a part of the Office of Control or Secondary Office of Control.

.1 National Security Information.

.11 Classification. The authority to classify defense information or material is exercised only by the Originating Agency. To secure the classification of documents or materials which might have defense significance, see 442 DM 1.4.

A. Categories. Official information which requires protection in the interest of national defense is limited to three categories of classification: TOP SECRET, SECRET, OR CONFIDENTIAL. No other designation can be used. (See 442 DM 1.5 for Category definitions.)

.12 Security.

A. Clearance. Physical Security Officers obtain security clearance from the Bureau Physical Officer (Director (810)) for employees assigned to handle defense information or material.

B. Violations. Report all security violations to the responsible Physical Security Officer. (See 442 DM 1.4B.)

.2 Vital Records..21 Types of Vital Records.

A. Records Vital to Emergency BLM Functions. The records vital to emergency BLM functions, as assigned by the Department, for the duration of a national emergency are:

Group 1. Cadastral Survey Plats and Field Notes.

Group 2. Land Title and Status Records.

Group 3. Tract Books (Washington State, Eastern States Office, those portions of Alaska, North Dakota, South Dakota, Nebraska, and Kansas not included in Land Title and Status Records).

Group 4. Patents.

B. Rights and Interest Records. The records vital to presentation of legal rights and interests of individual citizens are:

Group 1. Individual Retirement Records (SF-2806).

Group 2. Cadastral Survey Plats and Field Notes.

Group 3. Land and Title and Status Records.

Group 4. Tract Books (Washington State, Eastern States Office, those portions of Alaska; North Dakota, South Dakota, Nebraska, and Kansas not included in Land Title and Status Records).

Group 5. Patents.

Group 6. SF-133, Current Status of Funds Report.

Group 7. Employee Earnings Records.

Group 8. SF-1152 and SF-54 Designation of Beneficiary.

.22 Essential Functions in an Emergency. (See Department of the Interior Emergency Operation Plan.)

.23 Relocation Center. The Bureau's Relocation Center, in case of a national emergency, is Boise Interagency Fire Center, Boise, Idaho.

.24. Individual Retirement Records, SF-2806. The Chief, Division of Financial Operations, Service Center, through the use of a contractor or inhouse, films and develops microfilm rolls of all copies of SF-2806.

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A. Microfilming. Microfilm annually after calendar year deductions and service history have been posted.

B. Exception. Do not microfilm SF-2806 which is released during the year to the Office of Personnel Management (OPM) or to the Department, since the original SF-2806 will be in the OPM files or microfilmed by the Department.

C. Precautions. Take necessary precautions to prevent loss of any SF-2806 in the microfilming process.

D. Identification. Use a leader image with the payroll identification No. 14-11-008 to identify the microfilm. This payroll identification is used on SF-2812 for reporting withholding and contributions under the Federal Employees Health Benefits Act.

E. Microfilm Container Identification. Enter the appropriate payroll identification number and the last calendar year posted on each box of microfilm and on the container in which the microfilm is sent to the OPM.

F. Shipping. Ship the microfilm directly to the Office of Personnel Management, Bureau of Retirement and Insurance, Records Division, Washington, D.C., 20415, to arrive no later than each March 1. Send the Director (871) a copy of each transmittal letter.

.25 Repositories.

A. Emergency Operating Records.

1. Group 1. Cadastral Survey Plats and Field Notes. Microfilm copies of survey plats are stored at the Federal Records Center, Denver, Colorado.

2. Group 2. New Land Status Records. Microfilm copies are stored at designated repositories in each State.

3. Group 3. Tract Books. Eastern States Office, those portions of Alaska, North Dakota, South Dakota, Nebraska, and Kansas not included in Land Title and Status Records. No action is to be taken.

4. Group 4. Patents. Microfilm copies of all patents, issued during the course of the year, are stored at the Federal Records Center, Denver, Colorado.

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B. Rights and Interest Records.

1. Group 1. Individual Retirement Records, SF-2806. Microfilm copies are to be sent to the Office of Personnel Management, Washington, D.C.

2. Group 2. Cadastral Survey Plats and Field Notes. Microfilm copies are stored at FRC, Denver, Colorado.

3. Group 3. Land Title and Status Records. Microfilm copies are stored at State designated repositories.

4. Group 4. Tract Books. (See .25A13 above.)

5. Group 5. Patents. (See .25A14 above.)

6. Group 6. Current Status of Funds Report, SF-133.

7. Group 7. Employee Earning Records. Machine printout stored at Glenwood Springs, Colorado.

8. Group 8. Designation of Beneficiary, SF-1152 and SF-54. Paper copies are stored at Billings, Montana.

C. Special Reports. State Directors must submit a special report to the Director (870) by memorandum whenever a change occurs in the location of vital records or in the types of records which should be protected. Submit the report as soon as possible after such changes occur.

.26 Storage.

ITEM DESCRIPTION	COPY FORM	RESPOSITORY	STORAGE INSTRUCTIONS
1. *Land title and status records.	SO's microfilm annually.	Office designated by SD.	Store new; destroy obsolete record.
2. Cadastral Survey Plats and Notes for Western & Eastern States.	ESO microfilm at end of each calendar year. Send to SC - (D-240).	Federal Records Center, Denver, Colorado.	Add to previous file.
3. Patents issued during year.	SO's send clean machine copies at close of each calendar quarter to Branch of Micrographics Operations, SCD (D-246), for microfilming; SCD destroys machine copies upon shipment of microfilm to repository.	Federal Records Center, Denver, Colorado.	Add to previous file.
4. Individual Retirement Record, SF-2806.	SCD microfilm at OPM's repository, end of each calendar year. (See 1273.24.)	Washington, D.C.	Add to previous file.
5. Current Status of Funds Report, SF-133.	Div. of Financial Mgmt. (WO) sends paper copy.	Dept. of the Interior relocation center repository, Glenwood Springs, Colorado.	Store new; destroy obsolete printout.
6. Employee's earning record.	SCD sends machine printout monthly.	Grand Junction, Colorado.	Store new; destroy only when requested.
7. Tract Book	-----	-----	No action.
8. Designation of Beneficiary, SF-1152 and SF-54.	SC and Chief, Div. of Personnel (WO) sends paper copy upon transfer, new hire, or change.	Billings, Montana.	Store new; destroy only when requested.

* States are exempt if their reference records are microfilm copies in aperture cards. (See 1275.82.)

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A. Letter of Transmittal. A letter of transmittal is sent with each records shipment to the appropriate repository.

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.3 Proprietary/Confidential Information.

.31 General. Following is an explanation and examples of types of information that may be considered to be Proprietary/Confidential Information for purposes of exercising security measures. The label will reflect that information is sensitive and should be safeguarded against routine disclosure. However, in every instance where records are subject to a Freedom of Information Act request, particular facts and circumstances will be examined by the Freedom of Information Act Officer to determine if records or portions of records are exempt; if applicable exemptions are mandatory or discretionary; and, if discretionary, if the discretion to withhold information should be exercised.

A. Exempted Information. (The Indian Minerals Development Act of 1982 (subsection (c) of 25 U.S.C. 2103) and the Federal Coal Leasing Amendments Act of 1976 (subsection (b) (3) of 30 U.S.C. 201.))

1. The Indian Minerals Development Act of 1982 (subsection (c) of 25 U.S.C. 2103) requires that:

"Not later than thirty days prior to formal approval or disapproval of any Minerals Agreement, the Secretary shall provide written findings forming the basis of his intent to approve or disapprove such agreement to the affected Indian tribe. Notwithstanding any other law, such findings and all projections, studies, data or other information possessed by the Department of the Interior regarding the terms and conditions of the Minerals Agreement, the financial return to the Indian parties thereto, or the extent, nature, value or disposition of the Indian mineral resources, or the production, products or proceeds thereof, shall be held by the Department of the Interior as privileged proprietary information of the affected Indian or Indian tribe."

2. Federal Coal Leasing Amendments Act of 1976 (subsection (b)(3) of 30 U.S.C. 201) requires that:

"The [exploration] licensee shall furnish to the Secretary copies of all data (including, but not limited to, geological, geophysical, and core drilling analyses) obtained during [such][prelease] exploration. The Secretary shall maintain the confidentiality of all data so obtained until after the areas involved have been leased or until such time as he determines that making the data available to the public would not damage the competitive position of the licensee, whichever comes first."

B. Trade Secrets, Commercial or Financial Information. Included, but not limited to, is information that is customarily confidential, such as: (1) information received in confidence such as trade secrets, inventions and discoveries, and proprietary data; (2) technical reports and data, designs, drawings and specifications, formulae or other proprietary information which are generated or developed by BLM or for BLM under contract; (3) statistical data or other information concerning oil, gas and mineral leasing, if received in confidence, from a contractor concerning his own production, income, profits, losses, and expenditures or future plans and programs; and, (4) information concerning incomplete projects prior to formal publication or open filing.

C. Geological and Geophysical Information.

1. Information of economic significance gathered through investigation and observation by the BLM employee must be held confidential and not be disclosed until it can be released through publication or other means of public availability. The exemptions to this rule include: (1) the placing of statistical, noninterpretive water data in open files; (2) the furnishing of photographic or other copies of unpublished and usually only partially completed topographic maps; (3) the furnishing of administrative maps, well information, subsurface interpretations and related data to lessees and operators as necessary for enforcement of the mineral leasing laws and the promotion of sound prospecting and development practices.

2. Information developed by government professionals and technicians from data gathered by the Government either by contract, collection by government employees, or compilation from data provided by various private organizations. This information involving an area of geological formation is generally released by the Government after a bid is accepted and a determination has been made that fair market value (FMV) has been received (this information is not released on Indian lands unless express authorization is given by a tribe or Indian lessor). However, if the tract does not receive an acceptable bid, it may be reoffered and the FMV must be kept confidential until an acceptable bid is received. Economic evaluation and Fair Market Determination information are found in: mine plans, preference right leasing applications, exploration licenses, individual well files, unit agreements, etc.

3. Proprietary Information/Data. Data or information obtained from industry, lessees, operators, mining claimants, data collectors, or others, either voluntarily or involuntarily, the release of which would have an adverse financial, organizational, or corporate effect on the organization providing the information. The initial determination of what is or is not proprietary must be made by the organization (including an Indian lessor) providing such data or information to the Government and such information shall be marked as "Proprietary/Confidential Information." There are several different areas of information and data which are generally considered proprietary. They are:

a. Trade secrets. Trade secrets are generally developed as the result of major financial investments by the organization and are considered assets. In the minerals industry, trade secrets are often special processes, mineral development and recovery techniques, special engineering designs, etc. Trade secrets are generally considered to give an organization a competitive advantage. They are often included in Plans and Development required under some leasing regulations, and in mineral patent applications to support their showing of present marketability as required under 43 CFR 3860.

b. Privileged Information. Information regarding an organization's future plans, organization stability, or other information which a competitor could use to gain an advantage, and information as to what public and Indian land is of interest to the company, development costs, production records for Indian lands, etc. This information may be verbal between organizational representatives and government employees, may be contained in the lease and royalty files maintained by the Government, or in a mineral patent application.

c. Financial Data. Data and information concerning production costs, royalty payments, smelter returns, or contract terms. This information can be used by the competition to determine organizational solvency or production rates of a well or mine. The production rates can be used to determine how much to bid on an adjacent tract. This information is maintained in lease records, royalty accounting records, and in some mineral patent applications.

d. Geological and Geophysical Data. These are data from which professionals determine the mineral characteristics of a particular area. It requires expensive equipment and highly skilled technicians and professionals to gather. Many private sector minerals organizations maintain large staffs for the gathering of these data. There are also many organizations that contract to gather this data. The Government pays large sums of money to contractors for these data and requires many lessees to provide it as a part of the lease agreement. The release of such data would jeopardize the ability of private organizations to profit from its collection and gives a competitive advantage to any organization that could gain the information from the data without paying for it.

.32 Designation of Authorized Persons. The official in charge of each individual Office of Control will designate persons authorized to have access to Proprietary/Confidential Information. All designations must be officially documented and updated as necessary. The official in charge of each individual Office of Control must assure that the procedures set forth for Proprietary/Confidential Information must be strictly adhered to at all times. The FOIA Officer is an authorized official when the information is covered by a FOIA request.

.33 Special Handling. To allow flexibility, accessibility of information marked for "Special Handling" will be limited to authorized persons in the Office of Control and in the industry source, if desired. The persons in the Office of Control having access to such information will be designated by the official in charge of that office.

.34 Training. All persons authorized to have access to Proprietary/Confidential Information are to be given guidance and instruction in the policies and procedures required for the identification, use, and safeguarding of Proprietary/Confidential Information.

.35 Requests for Information Under the Freedom of Information Act. The Freedom of Information Act Officer is responsible for making the decision to grant or deny information requested in an FOIA request.

.4 Operational Mineral Records.

.41 General. Proprietary/Confidential Information such as electric logs; well logs; electromagnetic, electrical, magnetic surveys; geophysical logs (including gamma ray, S.P., etc.), core descriptions and analyses; well-completion reports, maps, and other geological, geophysical, and engineering information furnished by an industry source to BLM in compliance with the terms of leases, licenses, permits, contracts, and the operating regulations are for the use of persons within the United States Government having need of them in performance of their official duties. They have been acquired at considerable cost to the industry source, may be considered as items of valuable property, have competitive value, and are essential to conducting private business. All items of information as described above are considered Proprietary/Confidential Information when those organizations or individuals identified in Section .31C3 request it or when marked by the company or industry source. All information not marked "Proprietary/Confidential Information" will be available for public inspection except as stated at 43 CFR 3481.3(b) for information submitted prior to August 30, 1982.

A. Newly Drilled or Drilling Wells. When clearly justified, information from newly drilled or drilling wells of a permittee, licensee, lessee, Indian lessor, or contractor may be considered as highly sensitive information and must be marked for special handling. (See Manual Section .33.)

B. Wells Drilled on Indian, State, or Private Leases. Information on wells drilled on Indian, State, or private leases, may be highly sensitive and must be marked for special handling. (See Manual Section .33.)

C. Surface Management of Locatable Minerals. Proprietary/Confidential Information submitted as part of a plan of operations under 43 CFR 3802/3809 or a notice of intent under 43 CFR 3809, may include a variety of information regarding the results of geophysical or geochemical exploration programs, drilling programs, or production data. Such information will not be retained by the BLM, but will be returned to the operator once the information has served the purpose that the operator intended. The operator must maintain this information for the future use of the BLM, should the need arise.

.42 Disclosure to the Public. Except as required by the Freedom of Information Act and Interior regulations under the Act, Proprietary/Confidential Information will not be disclosed to the public, without the consent of the lessees for a period of 12 months or for additional 12 month incremental periods as provided under the terms of 43 CFR 3162.8, Confidentiality. The exceptions are where the terms of the leases, licensees, contracts, or permits under which they are furnished provide for its public disclosure or the industry source consents to its release; as long as the lease, license, permits, or contract in connection with which the information was furnished remains in effect or for 6 years, whichever is greater; and as long thereafter as may be considered warranted by the Director, BLM. However, if Proprietary/Confidential Information which is also in possession of a State agency and is made available to the public in accordance with State laws and regulations, or is otherwise available through sources such as scouting services, such Proprietary/Confidential Information may then be made available for public inspection to the same extent by the Office of Control.

A. Form 3160-4 (formerly USGS Form 9-330) and Form 3160-3 (formerly USGS Form 9-331-C). Solicitor's Opinion M-36739 (June 13, 1968) held that Forms 3160-4 (Well Completion or Recompletion Report and Log) and 3160-3 (Application for Permit to Drill, Deepen, or Plug Back) of the Geological Survey contain confidential, commercial, and financial information filed by oil and gas producers which should not be made available for public inspection or copying. That information on the forms not of a confidential or financial character may be extracted and disclosed upon request. These forms are now the responsibility of BLM.

B. Mineral Reports. Any Proprietary/Confidential Information used in mineral reports must be contained in a separate, detachable appendix to the report. If the report becomes available for public inspection, the Proprietary/Confidential Information must be removed. The report must be written to permit the removal of Proprietary/Confidential Information without affecting the content of the text of the report. In some cases, line by line deletion of the text of the mineral report may be necessary.

C. Mineral Patent Applications. Proprietary/Confidential Information submitted in support of a mineral patent application under 43 CFR 3860, will not be disclosed to the public without the written consent of the owner of such information. When the mineral report for the mineral patent application has been completed, and all administrative actions, including mineral contest proceedings, have been completed, the material shall be returned to the owner of the Proprietary/Confidential Information.

.43 Disclosure to a State. Except as required by the Freedom of Information Act and Interior's regulations under the Act, Proprietary/Confidential Information may be disclosed (upon written requests) to a State only if all of the following conditions are met: Authorized officials of the State have a demonstrated need-to-know the content of the Proprietary/Confidential Information; the State is established as a Secondary Office of Control; the State accepts liability for the Proprietary/Confidential Information; a Cooperative Agreement or Memorandum or Understanding (MOU) (negotiated at the SD level) governing the exchange of the Proprietary/Confidential Information between BLM and the State is established; a cooperative agreement with a State with respect to any such activities on Indian lands shall have the permission of the Indian tribe involved; and an Information Security Agreement signed by the authorized official(s) of the State is completed before transmitting Proprietary/Confidential Information.

A. Liability. Whenever any individual or State has obtained possession of information pursuant to a cooperative agreement or MOU, the individual shall be subject to the same provisions of law with respect to the disclosure of such information as would apply to an officer or employee of the United States or of any department or agency thereof and the State shall be subject to the same provisions of law with respect to the disclosure of such information as would apply to the United States or any department or agency thereof. No State or State Officer or employee who receives trade secrets, proprietary information, or other confidential information may be required to disclose such information under State law.

B. Standards for Transmittal and Storage. The standards set forth in Appendix A, pages 7-9, are to be followed for the transmittal and storage of Proprietary/Confidential Information.

.44 Disclosure to Other Government Offices. Except as indicated in paragraph .46 below, authorized officials of other Federal Government offices, inside and outside BLM having a demonstrated need-to-know the content of Proprietary/Confidential Information, will be provided with technical advice and counsel based upon interpretation of such information. These officials may be given access to such information for the purpose of inspection and for making notes when feasible, subject to the condition that the information so obtained is not to be published and will not be subject to public disclosure. The Office of Control will explain to the authorized officials of other Government offices visiting the office for the purpose of inspecting and making notes of the office records which parts of the records are to be safeguarded and which parts are common knowledge or public information. Where Proprietary/Confidential Information has substantial monetary value and even limited disclosure of such information may prejudice or otherwise adversely affect the ability of BLM to obtain similar information in the future, the Office of Control may require that a Government office desiring to inspect the records first obtain the written permission of the industry source for such inspection. If another agency borrows Proprietary/Confidential Information, that agency must be established as a Secondary Office of Control.

A. Copies of Records. The copying of Proprietary/Confidential Information is prohibited, unless there is a demonstrated need for copies. Copies will be made by the Office of Control, or where the making of copies would be a major effort, copies will be made by the requesting office at the location of the Office of Control. Except for copies to be transmitted to other offices of BLM, the Office of Control will establish the requesting office as a Secondary Office of Control. A cover sheet will be placed on the copies describing them as Proprietary/Confidential Information; stating the restrictions as to their use, disclosure, or duplication; numbering and cataloging the transmitted information; and instructing the requesting office to return the information after it has served its purpose. Each page will be marked "For Official Use Only," except when the copies are to be transmitted to the authorized official, BLM, for use and return.

B. Transmitting Proprietary/Confidential Information.

1. Proprietary/Confidential Information will be hand-carried only by authorized personnel. Hand-carried Proprietary/Confidential Information must be delivered only to the authorized official.

2. Proprietary/Confidential Information mailed from office to office will be sealed in a blue "Special Attention" envelope, to be opened by the addressee only. An outer Manila envelope or Manila packaging will conceal the inner blue envelope. Rolled maps or charts may be mailed in tubes marked "For Personal Attention." All Proprietary/Confidential Information is to be sent by Certified Mail with a request for a return receipt signed by the addressee only.

3. Except for Proprietary/Confidential Information transmitted to the authorized official, BLM, for use and return, each sheet of the Proprietary/Confidential Information shall be stamped "For Official Use Only" at the time it is transmitted.

4. Proprietary/Confidential Information, except that transmitted to other offices of the BLM or of the Office of the Solicitor, shall be accompanied by a cover sheet describing such records as Proprietary/Confidential Information, and stating the restrictions as to its use, disclosure, or duplication. (See Information Security Agreement, Appendix A, page 3.)

C. Procedures for the Transmittal of Proprietary/ Confidential Information Outside of BLM. (See Appendix A.)

D. Memorandum of Understanding.

1. "Memorandum of Understanding" (MOU) with USGS. A Memorandum of Understanding (Illustration 2) governing the exchange of Proprietary/Confidential Information between the BLM and the Geologic Division of the USGS may be used as an example of an MOU.

.45 Declassification Upon Request. Upon request, the classification of "For Official Use Only" will be removed by the Office of Control when the lease, license, permit, or contract in connection with which they were furnished terminates and there are no reasons which warrant continuing the classification; when they are cleared for release by the industry source; or when they are released by a State in accordance with State laws or regulations. Such classification must not be removed for information related to Indian Mineral Agreements pending at or executed subsequent to December 22, 1982.

.46 Proprietary/Confidential Information Furnished on a Voluntary Basis. Proprietary/Confidential Information furnished to BLM voluntarily by private persons and organizations will be handled in accordance with paragraph .42 hereof, except that such Proprietary/Confidential Information will not be disclosed outside of BLM or included in a published or otherwise released report without the specific written permission of the person or organization furnishing the Proprietary/Confidential Information. At the time such information is furnished, it would be desirable to obtain a memorandum of agreement explicitly setting forth the permissible use of such information. Such voluntary information furnished to BLM in association with an Indian Mineral Agreement may not be released, even with consent of the affected Indian tribe or Indian allottee. (See .45.)

.47 Physical Security of Proprietary/Confidential Information. The requirements and procedures set forth in Appendix B will be adhered to when a new Proprietary/Confidential Information storage facility is established, an existing facility is relocated, or an existing facility is changed in any way that may affect information security.

A. Information Security Plan. When a need to relocate or change existing security facilities or construct new ones has been firmly established, the authorized official will proceed as follows:

1. Plan new facilities in consultation with the Service Center, Real Property Section (D-555A) and the SO Division of Administration, using the BLM Minimum Information Security Standards as a guide.

2. Prepare an Information Security Plan for the new facilities to include the following items and submit it to the AD-Administration.

a. A narrative description of the planned facilities and procedures that will be used to protect Proprietary/Confidential Information.

b. A completed checklist-survey of planned sensitive Proprietary/Confidential work and storage areas. (See Illustration 3.)

c. Floor plats or diagrams that fully identify the planned work and storage areas. The plat should include the location of doors, windows, and the visitor control station referred to in the checklist.

d. A written narrative that describes how it is planned to maintain security during the change from old to new facilities. If Proprietary/Confidential Information is to be relocated, be specific in describing how such information will actually be transported to the new location and who will be present during that time.

3. The Information Security Plan will be reviewed for conformance with the BLM Minimum Information Security Standards by the AD-Administration. Upon completion of the review, a notice of concurrence with, or of recommended changes to, the Information Security Plan will be sent to the office concerned through appropriate channels.

4. Upon receipt of the notice, the authorized official will prepare work orders (in accordance with 1535 Manual procedures) that reflect any changes needed and submit them to GSA so that construction can begin on the new facilities.

5. When construction has been completed, the authorized official will notify the AD-Administration.

.48 ADP Proprietary/Confidential Information Security. Adequate physical, administrative, and technical safeguards are to be established to protect all ADP Proprietary/Confidential Information from unauthorized disclosure and and/or improper use. (See BLM Manual Section 1264.)

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PROCEDURES FOR THE TRANSMITTAL OF PROPRIETARY/CONFIDENTIAL
INFORMATION OUTSIDE OF BLM

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I. Procedures for the Transmittal of Proprietary/Confidential Information Outside of BLM.

A. To Bureaus Within the Department of the Interior (MMS, FWS, etc.).

1. If a request for Proprietary/Confidential Information comes directly from the Bureau, have an authorized official of the Bureau complete and sign a copy of the enclosed Information Security Agreement before transmitting the Proprietary/Confidential Information. If the authorized official is not willing to sign the agreement, but a need-to-know is established, offer to make the Proprietary/Confidential Information available for the Bureau's use in a BLM facility. If this is unsatisfactory, refer the authorized official to the Assistant Secretary, Land and Minerals Management, Department of the Interior.

2. If directed by the Department of the Interior to comply with a request for Proprietary/Confidential Information:

a. If the authorized official is willing to sign the Information Security Agreement, complete that document before transmitting the Proprietary/Confidential Information.

b. If the authorized official is not willing to sign the Information Security Agreement, transmit the Proprietary/Confidential Information to the organization and send a statement in the following format through proper channels to the Assistant Secretary, Land and Minerals Management:

(1) The Proprietary/Confidential Information listed below was transmitted to (authorized official) of (name of Bureau) on (date) in accordance with the directive of (date of directive) (copy enclosed). The (name of Bureau) has not agreed to protect the proprietary/confidential nature of this information in accordance with the same standards of security employed by BLM. The BLM cannot therefore be held responsible, if the security of this information is compromised by Bureaus other than the BLM.

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BLM
INFORMATION SECURITY AGREEMENT

INFORMATION REQUESTED

FOR USE UNTIL: _____

Signature _____
Freedom of Information Act Officer

Date _____

Signature _____
Office of the Solicitor

Date _____

NEED TO KNOW:

The information recipient/Secondary Office of Control (1) agrees to provide for secure storage and transmittal of this Proprietary/Confidential Information and information derived therefrom according to the same or more secure standards that is presently employed by the BLM (an outline of these standards is available upon request), (2) agrees not to transmit or otherwise divulge these information or derivative information to any other party, (3) agrees to return the Proprietary/Confidential information and all copies, tracings, or other reproductions thereof to the Office of Control at the end of the requested period, and (4) is aware that penalties for unauthorized disclosure provided in Section 1905 of Title 18 United States Code, apply to these data and/or information.

Signature _____
(Information recipient/Secondary Office of Control)Title: _____
Organization: _____
Date: _____

The information recipient/Secondary Office of Control has established a need-to-know and agrees to abide by all restrictions on Proprietary/Confidential Information use. The information requested above is being transmitted to the information recipient/Secondary Office of Control:

Signature: _____
Title: _____
Office of ControlOrganization: _____
Date: _____

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B. To Other Federal Government Agencies (Department of Energy, Justice Department, etc.).

1. If a request for Proprietary/Confidential Information comes directly from the Agency, have the Agency make a written request through the Assistant Secretary, Land and Minerals Management, in the Department of the Interior.

2. If directed by the Department of the Interior to comply with a request for Proprietary/Confidential Information:

a. Each sheet of the Proprietary/Confidential Information shall be stamped "For Official Use Only" at the time transmitted.

b. Proprietary/Confidential Information will be hand-carried by authorized personnel and delivered only to the official authorized to receive it or mailed in a blue "Special Attention" envelope to be opened only by the addressee. An outer Manila envelope or Manila packaging will conceal the inner blue envelope. When Proprietary/Confidential Information is mailed, it must be sent certified mail with a request for a return receipt signed by the addressee only.

c. (1) Proprietary/Confidential Information shall be accompanied by a cover sheet describing such information as Proprietary/Confidential Information and containing a list which enumerates each item transmitted. At the conclusion of the list, the following shall be stated:

"The above records contain Proprietary/Confidential Information which is not available for public disclosure. Penalties for unauthorized disclosure provided in Section 1905 of Title 18 United States Code apply to this information. The information is being forwarded to (name of Agency) in compliance with Department of the Interior Directive dated (date of Directive) (copy enclosed)."

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(2) Unless the information is mailed, the recipient official should be requested to sign the following statement:

"I have received the Proprietary/Confidential Information described on the above list and understand the restrictions placed on the use and dissemination of this material."

Signature: _____

Name: _____

Title: _____

Requesting Agency: _____

Date: _____

The above statement should be located immediately following the statement prescribed in paragraph 2c(1) above.

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C. To Congressional Committees.

1. If a request for Proprietary/Confidential Information is received from a Congressional Committee, comply with that request in the following manner:

a. Each sheet of the Proprietary/Confidential Information shall be stamped For Official Use Only at the time transmitted.

b. Proprietary/Confidential Information will be hand-carried by authorized personnel and delivered only to the official authorized to receive it or mailed in a blue Special Attention envelope to be opened only by the addressee. An outer Manila envelope or Manila packaging will conceal the inner blue envelope. When Proprietary/Confidential Information is mailed, it should be sent by certified mail with a request for a return receipt signed by the addressee only.

c. (1) Proprietary/Confidential Information shall be accompanied by a cover sheet describing such information as Proprietary/Confidential Information and containing a list which enumerates each item transmitted. At the conclusion of the list, the following shall be stated:

"The above records contain Proprietary/Confidential Information which is not available for public disclosure. Penalties for unauthorized disclosure provided in Section 1905 of Title 18 United States Code apply to this information. The information is being forwarded to _____ (a Committee of Congress) in compliance with 5 U.S.C. 552(c)."

(2) Unless the information is mailed, the recipient official should be requested to sign the following statement:

"I have received the Proprietary/Confidential Information described on the above list and understand the restrictions placed on the use and dissemination of this material."

Signature: _____

Name: _____

Title: _____

Requesting Committee: _____

Date: _____

The above statement should be located immediately following the statement prescribed in paragraph 1c(1) above.

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2. Announcement of Request: Any office requested to furnish Proprietary/Confidential Information to a Committee of Congress shall immediately inform the Assistant Secretary, Land and Minerals Management, through proper channels, of the information requested, the requesting party, and the date of the request. A list of all information furnished in compliance with a request shall be forwarded by memorandum through proper channels, to the Assistant Secretary, Land and Minerals Management, as soon as possible thereafter.

II. Standards for the Transmittal and Storage of Proprietary/Confidential Information.

A. Proprietary/Confidential Information Transmittal Rules.

1. When Proprietary/Confidential Information is released to an official of the requesting office, the Office of Control shall place a cover sheet on the information.

a. Describing it as Proprietary/Confidential Information, For Official Use Only;

b. Stating the restrictions as to its use, disclosure, or duplication;

c. Including a separate sheet which contains the following statement:

"3.18 U.S.C. 1905 (1964) creates criminal liability for employees of the Government that unlawfully disclose proprietary information:

Whoever, being an officer or employee of the United States or any department or agency thereof, publishes, divulges, discloses, or makes known in any manner or to any extent not authorized by law any information coming to him in the course of his employment or official duties or by reason of any examination or investigation made by, or return, report or record made to or filed with, such department or agency or officer or employee thereof, which information concerns or relates to the trade secrets, processes, operations, style of work, or apparatus, or to the identity, confidential statistical data, amount or source of any income, profits, losses, or expenditures of any person, firm, partnership, corporation, or association; or permits any income return or copy thereof or any book containing any abstract or particulars thereof to be seen or examined by any person except as provided by law; shall be fined not more than \$1,000, or imprisoned not more than one year, or both; and shall be removed from office of employment (62 Stat. 791)."

d. Numbering and cataloging the transmitted information, marking each page For Official Use Only.

- e. Requiring the material to be handled in accordance with this understanding.
- f. Designating the Office of Control. The receiving office becomes a Secondary Office of Control. However, only the Office of Control may release the information to a third office.

2. Proprietary/Confidential Information mailed from office to office will be sealed in a blue "personal" envelope, to be opened by addressee only. An outer Manila envelope or Manila packaging will conceal the inner blue envelope. Rolled maps or charts may be mailed in tubes marked "For Personal Attention." All Proprietary/Confidential Information is to be sent by certified mail with a request for a return receipt signed by the addressee only. Proprietary/Confidential Information that is hand-carried should be delivered only to the official authorized to receive it.

3. Proprietary/Confidential Information in a Secondary Office of Control is to be kept secure against unauthorized disclosure, just as in the Office of Control.

4. Originals of Proprietary/Confidential Information will be returned promptly to the Office of Control after having served its purpose. If a copy of such information is authorized to be made and retained, a copy of the cover sheet required by paragraph 1 of these procedures shall also be made and placed on the copy retained.

5. The classification, For Official Use Only, will be removed by the Office of Control, when the person or industry source releases the information for public inspection or publication.

6. Transmittal of Proprietary/Confidential Information to contractors or consultants requires the existence of a written statement from their client attesting to the contractor's or consultant's need-to-know and the establishment of the contractor or consultant as a Secondary Office of Control.

7. Copies of Information: The making of copies of Proprietary/Confidential Information is to be discouraged; however, if there is a demonstrated need, copies will be made by the Office of Control; or, where the making of copies would be a major effort, it will be performed by the requesting office at the Office of Control.

B. Penalties for Unauthorized Disclosure of Proprietary/Confidential Information. Proprietary/Confidential Information to which these standards apply are subject to the penalties for unauthorized disclosure described in the references outlined below:

- 1. Information from Onshore Federal and Indian Lands.

- a. Section 1905 of Title 18, United States Code.

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STORAGE OF PROPRIETARY/CONFIDENTIAL INFORMATION

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I. Storage of Proprietary/Confidential Information.

A. Sensitive Proprietary/Confidential "Open" Storage Room(s).

1. Open Storage Room. A room designated as a repository for the overnight storage of sensitive Proprietary/Confidential Information/data. Within the room, the material is maintained on shelves or in cabinets, none of which are approved GSA security containers.

2. Minimal Security Standards.

a. Floor. The building standard for floor construction is acceptable.

b. Walls. The building standard for wall construction is acceptable, provided that they are constructed of typical dry wall materials, cinder block, or common building brick. If the designated room has a false ceiling (i.e., removable panels suspended on metal frames), the walls must be extended from slab to slab (floor to floor). This may be accomplished by use of dry-wall materials. The intent is to preclude surreptitious entry. The walls may further be protected by installation of No. 9-11 gauge-expanded metal with diamond-shaped mesh openings of 1 to 1 1/4 inches.

c. Ceiling. Construction must be of materials to preclude surreptitious entry (i.e., concrete slab, dry-wall materials, or nonremovable tiles or panels). False ceiling construction materials are not acceptable (i.e., removable panels suspended on metal frames). If the room has a false ceiling, the ceiling must be replaced by suitable materials, or the walls extended from slab to slab (floor to floor). If the local civil community experiences a high crime rate or the designated room is highly vulnerable to surreptitious entry, the ceiling may further be protected by installation of No. 9-11 gauge-expanded metal with diamond-shaped mesh opening of 1 to 1 1/4 inches.

d. Doors. All doors must be metal fire-rated doors, solid-wood doors, or metal-clad, hollow-core, wood doors.

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e. Door Locks/Devices. The primary entrance door must be fitted with a built-in three position GSA approved dial-type combination lock having an inside escape mechanism or a card-operated access control system having fail-safe characteristics. Fail-safe means that if the power source fails, the locking mechanism remains locked. All other doors must be fitted with a manual dead-bolt device mounted on the inside surface of the door to preclude exterior access. Knowledge of the combination or issuance of control cards affording access to the room should be subjected to stringent controls and kept to an absolute minimum; also, the combination or matrix should be changed periodically.

f. Door Hinges. Ideally, all door hangers and bolts should be hidden or exposed only from within the room. If hangers are exposed from the exterior surface of the door, they should be mounted to preclude easy removal (i.e., bolted through the door and frame). All exterior-exposed bolts must be peened or spot-welded to preclude their easy removal.

g. Door Contact Alarms. All doors should be fitted with magnetic contact alarm devices.

h. Vents/Openings. All vents or openings in the walls, floor, or ceiling which are 90 square inches or greater, must be barred, fitted with a steel mesh grill, or alarmed.

i. Motion Detection. To further enhance the security of the room, when locked and unattended, a volumetric/ultrasonic alarm device should be installed within the room which would denote unauthorized intrusion.

j. Alarm Control. All alarm devices must be linked to a monitoring control station or location having personnel capable of responding to the alarm, or the alarm system be linked to a general alarm bell located on the exterior perimeter of the building which would alert advised local law enforcement officials, or both methods could be employed.

k. Custodial/Maintenance Personnel. Custodians, janitors, and maintenance personnel should not be permitted into the open storage room at any time, other than in the company of authorized office employees who can maintain continuous visual observation of their activities and only after all material has been adequately covered or protected to preclude their visual access.

l. Smoke and Fire Detection. No security requirements.

m. Fire Defensive Devices. No security requirements.

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B. Sensitive Proprietary/Confidential "Closed" Storage Room(s).

1. **Closed Storage Room.** A room designated as a repository for the overnight storage of sensitive Proprietary/Confidential Information. Within the room, all material is secured in approved GSA security containers.

2. **Minimal Security Standards.**

a. **Approved GSA Security Container.** A steel filing cabinet fitted with a steel locking-bar device which is secured by a three position, dial-type, changeable, combination padlock. All keepers of the steel locking-bar device will be secured to the cabinet by welding rivets or bolts, so that they cannot be removed and replaced without leaving evidence of the entry. The locking-bar device will also be installed to insure that all drawers of the container are held securely, so that their contents cannot be removed by forcing open the drawer(s). If presently available or on a committed order/requisition, a GSA approved security filing cabinet as outlined in the Federal Supply Schedule (FSC Group 71, Part III, Section E), published by the GSA Federal Supply Service, is a more than adequate container for the overnight storage of sensitive proprietary information.

b. **Room Construction Standards.** Providing all material is secured in approved GSA security containers, construction standards for floors, walls, ceilings, vents and openings, and doors, are adequate.

c. **Door Locking Devices.** All doors to room(s) containing approved GSA security containers will be fitted with key-operated dead-bolt locks.

d. **Door Hinges.** Ideally, all door hangers and bolts should be hidden or exposed only from within the room. If hangers are exposed from the exterior surface of the door, they should be mounted to preclude easy removal (i.e., bolted through the door and frame). All exterior exposed bolts should be peened or spot-welded to preclude their easy removal.

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e. Custodial/Maintenance Personnel. Custodians, janitors, and maintenance personnel should not be permitted into the closed storage room at any time, other than in the company of authorized office employees who can maintain continuous visual observation of their activities and only after all material has been adequately covered or secured within the container to preclude their visual access.

f. Combination and Key Control. Knowledge of the combination to all security containers should be subjected to stringent controls and kept to an absolute minimum. Also, the combination should be changed periodically. Stringent key control and accountability should also be maintained for all door locks to room(s) containing a security container.

h. Miscellaneous. There are no security requirements for alarms, smoke and fire detection devices, or fire defensive devices, for rooms containing approved security containers.

1273 - SECURITY

C. Sensitive Proprietary/Confidential Visitor Control Station(s).

1. **Visitor Control Station.** All unauthorized visitors and personnel are to be prohibited from entering sensitive proprietary/confidential storage and work areas, when that information is in use and exposed. Authorized visitors and personnel must enter and exit through the Visitor Control Station.

2. Minimal Security Standards.

a. **Location.** This is optional. However, only one location is preferred. It should be located in the vicinity of both storage and work areas. It must be manned continuously during the working day. It must administratively control access to both secure storage and work areas. All employees must be advised that all visitors are required to process through the Visitor Control Station, prior to being afforded access to either the storage or work areas. All visitors must proceed through the Control Station, prior to their departure from the facility. The person manning the Control Station and all other employees must be instructed to challenge anyone attempting to enter either the storage or work areas who is not so authorized.

b. **Positive Identification of Visitor.** All visitors will be required to present some form of personal identification.

c. **Register.** A visitor's register should be established which should reflect their identification, agency/firm they represent, date and time of their visitation, purpose of their visit, identity of their sponsor, and badge number, if appropriate or required.

d. **Badge System.** This is optional. However, if work and storage areas are separated or in multiple locations, a badge system would enhance security and possibly prevent inadvertent access by unauthorized persons. The badge system should be numerically accountable. It could be color-coded to denote the degree of access (i.e., work and storage areas, work area only, storage area only, or other specific degrees).

e. **Exit Procedures.** All visitors must return to the Control Station, prior to their departure from the facility. At this time, they should be questioned to prevent their unauthorized removal of sensitive Proprietary/Confidential Information, to surrender their badge (if system is implemented), and to register to reflect their time of departure.



1273 - SECURITY

Format for Report

Safeguarding of Defense Information

Memorandum

To: (Director (810))

From: (Head of Office)

Subject: Safeguarding of Defense Information

This is to advise that we are in receipt of classified defense information. The procedures and conditions as set forth in 442 DM 1 and BLM Manual 1273 have been fully complied with.

(If there are deficiencies, the report should so indicate.)

1273 - SECURITY

MEMORANDUM OF UNDERSTANDING
HANDLING OF CONFIDENTIAL PROPRIETARY/CONFIDENTIAL
INFORMATION

1. The BLM (all Divisions including field offices) and the USGS (all Divisions and field offices), agree to follow the procedures set out in this memorandum in handling geological, geophysical, engineering, economic, statistical, or other Proprietary/Confidential Information received from an individual or a company for the confidential use of the Government. Such information is referred to in this memorandum as Proprietary/Confidential Information.
2. Any office of either Bureau that initially received Proprietary/Confidential Information is designated the Office of Control for that information and shall keep the information secure against unauthorized disclosure.
3. Responsible senior officials (Division Chiefs, field office chiefs, or above) having a need for Proprietary/Confidential Information secured by any office in either Bureau will request, through a written memorandum to the collecting office describing the type of Proprietary/Confidential Information needed, the extent of the Proprietary/Confidential Information desired, and the use to which the Proprietary/Confidential Information will be put. Upon receipt of such a request, the Office of Control will make the Proprietary/Confidential Information available with appropriate technical notes. The requesting office will accept appropriate restrictions upon the use, disclosure, and duplication of the Proprietary/Confidential Information established by the Office of Control. If the Office of Control considers that the Proprietary/Confidential Information requested is of an unusually sensitive nature or has substantial monetary value and disclosure thereof, even to another Government office, may prejudice or otherwise adversely affect the ability of the respective agencies to obtain similar Proprietary/Confidential Information in the future, the Office of Control may require that the written permission of the industry source for the limited disclosure of the Proprietary/Confidential Information be obtained, unless the disclosure is approved by the Director of the Bureau from which the Proprietary/Confidential Information was requested.
4. If any Proprietary/Confidential Information is released to an official of the requesting office, the Office of Control shall execute an information security agreement with the receiving official and place a cover sheet on the information, (a) describing it as Proprietary/Confidential Information For Official Use Only, (b) stating the restrictions as to its use, disclosure, or duplication, (c) numbering and cataloging the transmitted data, marking each page For Official Use Only, (d) requiring the material to be handled in accordance with this understanding, and (e) designating the Office of Control. The receiving office becomes a Secondary Office of Control. However, only the original Office of Control may release the information to a third office.

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5. Proprietary/Confidential Information mailed from office to office will be sealed in a blue personal envelope, to be opened by addressee only. An outer Manila envelope or Manila packaging will conceal the inner blue envelope. Rolled maps or charts may be mailed in tubes marked For Personal Attention, if the recipient is notified of the shipment by letter or phone. Proprietary/Confidential Information that is hand-carried must be delivered only to the official authorized to receive it.

6. Proprietary/Confidential Information in a Secondary Office of Control is to be kept secure against unauthorized disclosure, just as in the primary Office of Control.

7. Originals of Proprietary/Confidential Information will be returned promptly to the original Office of Control, after having served its purpose. If a copy of such information is authorized to be made and retained, a copy of the cover sheet required by paragraph 4 of this agreement shall also be made and placed on the copy retained.

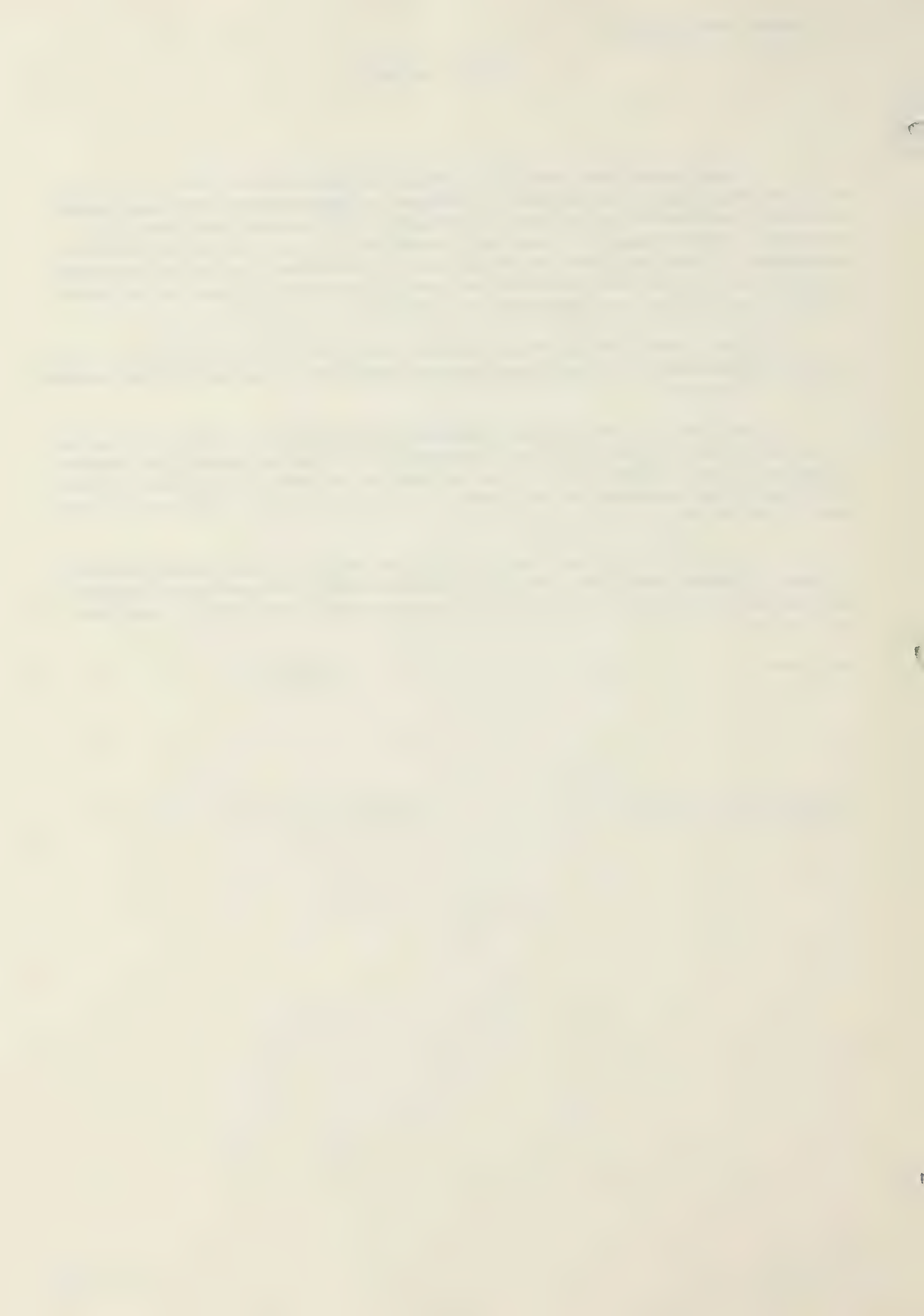
8. The classification, For Official Use Only, will be removed by the Office of Control when the person or industry source releases the information for public inspection or publication, in accordance with Federal laws and regulations.

Approved:

Approved:

Director, BLM

Director, USGS



1273 - SECURITY

CHECKLIST - Survey of Sensitive Proprietary "Open" Storage Rooms

If determined that the quantity and/or dimensions of material cannot be adequately maintained in approved security containers within a "Closed" storage room, and as a result, establishment of an "open" storage room is required, define each room separately using the following format and reflect the location of each room and pertinent remarks for each room on an attached floor plan/diagram.

Facility: _____

Date of Survey: _____ Conducted by: _____

Room Number: _____ Floor Level: _____

Floor construction: _____ concrete slab, _____ wood, _____ other (define) _____

Wall construction: _____ dry wall, _____ cinder block, _____ brick, _____
extended floor to floor, _____ reinf w/steel mesh, _____ other (define) _____

Ceiling construction: _____ concrete slab, _____ dry wall, _____ acoustic tile, _____
false ceiling (removable tiles), _____ reinf w/steel mesh, _____ other (define) _____

Windows: _____ Total number, _____ Nr. barred, _____ Nr. w/steel mesh grill, _____
Nr. alarmed, _____ Nr. w/blinds, shades, drapes

Door construction: (Primary entrance): _____ solid wood, _____ hollow-core wood, _____
metal-clad wood, _____ metal fire-rated, _____ w/glass panels, other (define) _____

Door construction (Alternate doors): _____ Nr. solid wood, _____ Nr. hollow-core
wood, _____
_____ Nr. metal-clad wood, _____ Nr. metal fire-rated _____ Nr. w/glass panels, _____
other (define) _____

Door locking device (Primary entrance): _____ built-in combination w/escape
mechanism, _____ cypher w/fail-safe, _____ card operated access w/fail-safe, _____
deadbolt lock, _____ spring-loaded lock, _____ padlock, _____ other (define) _____

CHECKLIST - Survey of Sensitive Proprietary "Open" Storage Room(s)

Door locking devices (Alternate doors): _____ Nr. dead-bolt devices fitted on inside of doors, _____ Nr. bar devices on inside of doors, _____ Nr. deadbolt locks, _____ Nr. springs-loaded locks, _____ other (define) _____

Magnetic Contact Alarm (Primary entrance door): _____ yes, _____ no

Magnetic Contact Alarms (Alternate doors): _____ yes, _____ no, Nr. of door equipped _____

Door hinges (primary and Alternate doors): _____ hidden (Not exposed), _____ exposed from inside, _____ exposed from outside, _____ pins/bolts welded, _____ pins/bolts peened, _____ other (define) _____

Vents/Openings in walls, floor, ceilings (less than 90 sq. in): _____ Total Nr., _____

Nr. A/C, Nr. heating, _____ Nr. combined heat A/C, _____ Nr. utility, _____ other (define) _____

Vents/Opening in walls, floor, ceiling (90 sq in or larger):

_____ Total Nr., _____ Nr. A/C, _____ Nr. heating, _____ Nr. combined heat A/C, _____

Nr. utility, _____ other (define) _____

Vents/Opening (90 sq in or larger): _____ Nr. alarmed, Nr. fitted w/bars, _____

Nr. fitted w/steel mesh grills _____

Volumetric room alarm (Ultrasonic/acoustic/motion detection): _____ yes, no _____

Alarm monitoring system (doors, windows, vents/openings, volumetric):

Define: _____

1273 - SECURITY

CHECKLIST- Survey of Sensitive Proprietary "Open" Storage Room(s)

Custodial/Maintenance Access: _____ during working hours, _____ after working hours. Describe frequency of access and office security controls _____

Remarks: _____

1273 - SECURITY

CHECKLIST - Survey of Sensitive Proprietary "Closed" Storage Rooms(s)

If determined that the quantity and/or dimensions of material cannot be adequately maintained in approved security containers within an "open" storage room, and as a result, establishment of a "closed" storage room is required, define each room separately using the following format and reflect the location of each room and pertinent remarks for each room on an attached floor plan/diagram.

Facility: _____

Date of Survey: _____ Conducted by: _____

Room Number: _____ Floor Level: _____

Floor construction: _____ concrete slab, _____ wood, _____ other (define) _____

Wall construction: _____ dry wall, cinder block, _____ brick, _____ extended floor to floor, _____ reinf w/steel mesh, _____ other (define) _____

Ceiling construction: _____ concrete slab, _____ dry wall, acoustic tile, _____ false ceiling (removable tiles), _____ reinf w/steel mesh, _____ other (define) _____

Windows: _____ Total number, _____ Nr. barred, _____ Nr. w/steel mesh grill, _____ Nr. alarmed, _____ Nr. w/blinds, shades, drapes

Door construction: _____ Nr. solid wood, _____, Nr. hollow-core wood, _____ Nr. metal-clad wood, _____ Nr. metal fire-rated, _____ Nr. w/glass panels, _____ other (define) _____

Door locking devices: Nr. w/dead-bolt locks, _____ Nr. w/spring-loaded locks, _____ other (define) _____

Door hinges: _____ hidden (Not exposed), _____ exposed from inside, _____ exposed from outside, _____ pins/bolts welded, _____ pins/bolts peened, _____ other (define) _____

1273 - SECURITY

Alarm system (if employed)

Define:

CHECKLIST - Survey of Sensitive Proprietary "Closed" Storage Room(s)

Vents/Opening (90 sq in or larger): _____ Number _____

Type of Security Containers: _____ Nr. of GAS approved security filing
cabinets (FSC Group 71, Part XI), _____ Nr. of steel filing cabinets fitted with
steel locking-bar devices, _____ other _____

Custodial/Maintenance Access: _____ during working hours, _____ after working
hours. Describe frequency of access and office security controls: _____

Remarks: _____

1273 -SECURITY

CHECKLIST - Survey of Sensitive Proprietary Work Area(s) (Non-Storage)

Define each room/area separately using the following format and reflect the location of each room/area and pertinent remarks for each room/area on an attached floor plan/diagram.

Facility: _____

Date of Survey: _____ Conducted by: _____

Room/Area/Nr/ID: _____ Floor Level: _____

Floor, walls, ceiling, vents and openings 90 sq. in. or greater, and doors:

Briefly describe the construction standards: _____

Doors: _____ Total number for each room designated as a work room, or number of perimeter doors for a suite of joined offices which are designed as a work area.

Door locking devices: _____ Nr. w/dead-bolt locks, _____ Nr. w/spring-loaded locks, _____ other (define) _____

Door hinges: _____ hidden (not exposed), _____ exposed from inside, _____ exposed outside, _____ pins/bolts welded, _____ pins/bolts peened, _____ other (define) _____

Windows: _____ Total number, _____ Nr. w/blinds, shades, drapes

Alarm system (if employed). Define: _____

Custodial/Maintenance Access: _____ during working hours, _____ after working hours. Describe frequency of access and office security controls: _____

CHECKLIST - Survey of Sensitive Proprietary Work Area(s) (Non-Storage)

Remarks: _____

1273 - SECURITY

CHECKLIST - Survey of Sensitive Proprietary Visitor Control Station(s)

Define each control station separately using the following format and reflect the location of each control station and pertinent remarks for each control station on an attached floor plan/diagram.

Facility: _____

Date of Survey: _____ Conducted by: _____

Room/Area/Nr/ID: _____ Floor Level: _____

Location: Define: _____

Manned continuously during the working day: _____ yes, _____ no

Administratively control access to all storage and work areas: _____ yes,
_____ no

Positive identification of visitor required: _____ yes, _____ no

Register system (sign-in/out): _____ yes, _____ no

Badge system: _____ yes, _____ no, if employed, describe: _____

Exit procedures: Are all visitors questioned, prior to their departure from the facility, to preclude/prevent their unauthorized removal of sensitive proprietary confidential information? _____ yes, _____ no

Remarks: _____

SECTION 5

This section displays information on the equipment and telecommunication configuration presently in the Bureau.

HONEYWELL LEVEL-6 MINICOMPUTER
(SYSTEM #TN 4359)

Central Processing Unit

CPS 9572 Model 57 in 10 Slot Megabus with Full Control Panel, :
CSB 9402 Megabus Expansion Chassis, 9-slot, w/ power supply, :
CSB 9401 Megabus Expansion Chassis, 4-slot, w/ power supply, :
Commerical Cache Processor
Central Processor with Memory Management Unit, and
Commercial Instruction Processor
CPF 9503 Scientific Instruction Processor

Peripherals

MDC 9101 Multiple Device Control
DIM 9101 Device Pac for Diskette
DIU 9102 Dual Diskette (Single Sided) Rack Mount
MDC 9101 Multiple Device Control
KCM 9101 Device Pac for Console
TWU 9104 Printer Console, 30 cps, 96 character set
CRM 9101 Device Pac for Card Reader
CRU 9110 Card Reader, 300 cpm, HIS Mark Sense
PRM 9101 Device Pac for Printer
PRF 9102 Vertical Forms Unit for Printer
PRU 9109 Printer, 900 lpm, 64 Character Set
CDS 9116 Cartridge Disk, 10MB, with controller
MMS 9104 Mass Storage Unit, 256MB, with Controller
MSU 9104 Mass Storage Unit, 256MB (3 Ea)
MTC 9101 Magnetic Tape Controller
MTM 9101 Device Pac for 7 Track Magnetic Tape Unit
MTU 9112 Magnetic Tape Unit, NRZI, 7 Track, 45 IPS, 556/800 BPI
MTC 9102 Magnetic Tape Controller w/ Device Pac for PE MTU,s (2)
MTU 9109 Magnetic Tape Unit, NRZI, 9 Track, 45 IPS, 800/1600 BPI,
PRT 1004 Printer, 55 CPS, Letter Quality

Communications

MLC 9103 Multi-Line Communications Processor #5 with
DCM 9103 Communications Pac, Dual Synch Lines (4 Ea) (8 lines)
MLC 9103 Multi-Line Communications Processor #4 with
DCM 9114 Communications Pac, Dual Current Loop (4 Ea) (8 lines)
NMLCP Multi-Line Comm. Processor - 16 ports

Memory 1,024,000 Words / 2,048,000 Bytes

CMC 9038 Memory Controller with 128K Words EDAC Memory
CMC 9038 Memory Controller with 128K Words EDAC Memory
CMC 9038 Memory Controller with 128K Words EDAC Memory
CMC 9038 Memory Controller with 128K Words EDAC Memory
CMC 9654 One Megabyte Memory Unit

Miscellaneous

PSS 9004 Power Dist. Unit 30 amp 208/230 Volt, 3 Phase
PSS 9002 Memory Save Unit w/ Auto Restart
CAB 9036 Cabinet, Basic 60" (Heavy Duty)
CAB 9037 Cabinet, Expansion 60" (Heavy Duty), 3 Ea

Software

ZHS 1412 GCOS-6, Mod. 400, Rel. 3.0.
ZHF 1092 SORT/Merge
ZHL 1332 Adv. COBOL
ZHL 1412 Adv. Assembler
ZHC 1492 Data Entry Facility (DEF-II)
ZHC 2602 RNP-6 with LHDLC, RFF, RBFII, RCF & ATI
ZHP 1132 Production Facility (UPF)
ZHL 1272 Adv. FORTRAN
ZHD 9080 INFO-6
ZHL 1302 Basic Interpreter
ZHH 1012 OAS Document Processing
ZHD 1202 OAS Records Processing
ZTS 1902 TPS6 Transaction Processing
ZTS 1912 TPS6 Screenwriter
ZHC 1092 BSC Transport Facility
ZHC 1222 2780/3780 WKSTN Facility

Terminals

VIP 7205/7207 (4)
VIP 7300 (28)
VIP 7800 (3)

Arizona PTC

Phoenix Training Center
5050 North 19th Avenue
Phoenix, Arizona 85015

HONEYWELL LEVEL-6 MINICOMPUTER
(SYSTEM #TN 1937)

Central Processing Unit

CPS 9470 Model 33 in 10 slot Megabus with Full Control Panel

Peripherals

MDC 9101 Multiple Device Control
DIM 9101 Device Pac for Diskette
DIU 9101 Single Diskette (Single Sided) Rack Mount
KCM 9101 Device Pac for Console
DKU 9101 CRT Keyboard Console Unit 64 Character Set
PRM 9101 Device Pac for Printer
PRU 9117 Printerm, 300 LPM, 64 Character Set Band, with VFU

Memory

CMC 9038 Memory Controller with 128K Words EDAC Memory
CMC 9038 Memory Controller with 128K Words EDAC Memory
CMC 9038 Memory Controller with 128K Words EDAC Memory
CMC 9038 Memory Controller with 128K Words EDAC Memory

Miscellaneous

PSS 9004 Power Distribution Unit, 30 Amps, 208/230 Volt 3 Phase
CSB 9036 Cabinet, Basic 60" (Heavy Duty)

Software

ZHS 1412 GCOS-6 Mod 400, Rel. 3.0.
ZHF 1092 SORT/Merge
ZHL 1332 Adv. COBOL
ZHL 1412 Adv. Assembler
ZHC 1492 Data Entry Facility (DEF-II)
ZHC 2602 RNP-6 with LHDLC, RFF, RBFII, RCF & ATI
ZHP 1132 Production Facility (UPF)
ZHL 1272 Adv. FORTRAN
ZHD 9080 INFO-6
ZHL-1302 Basic Interpreter

Arizona PTC (Continued)

Communications

MLC 9103	Multi-Line Communications Processor #1 with		
DCM 9101	Communications Pac, Dual Asynch Lines	(4 Each)	(8 Lines)
MLC 9103	Multi-Line Communications Processor #2 with		
DCM 9106	Communications Pac, Synch HDLC line	(1 Each)	(1 Line)
DCM 9101	Communications Pac, Dual Asynch Lines	(3 Each)	(6 Lines)

BIFC

Boise Interagency Fire Center
3905 Vista Ave.
Boise, Idaho 83705

Honeywell Level-6 Minicomputer
(System #TN 2016)

Central Processing Unit

CPS 9560 Model 43 Central Processor, 10-slot megabus
Chassis w/full control panel
KCM 9101 Keyboard Console Device Pac
TWU 9104 Console Typewriter, 30 CPS, 96-character set
MDC 9101 Multiple Device Controller 4-slot
(1 slot each required for console, printer)
CAB Megabus Expansion Chassis

Memory

CMC 9038 EDAC Memory (256KB)
CMC 9009 Memory Control w/32K words (2) 64KW
CMM 9006 32K Words Memory (3) 96KW
CPF 9518 Memory Management Unit KW

Peripherals

PRM 9101 Printer Device Pac (1)
PRU 9104 300 LPM Printer (2)
PRF 9102 12-Channel Vertical Form Unit for Printer
MSC 9101 Mass Storage Controller
CDM 9101 Cartridge Disk Device Pac (1)
CDU 9116 Cartridge Disk Unit (10 Megabytes) (2)
PRM 9301 Printer Adapter
MTC 9102 Mag Tape Controller
MTU 9109 Mag Tape Unit (9 Track)
MSS 9104 Mass Storage Unit w/Controller (256 mb)

Communications

MLC 9103 Multiline Communications Processor (2)
DCM 9101 Asynchronous Communications Pac (3)
DCM 9103 Synchronous Communications Pac
DCM 9106 HDLC Communications Pac
DCM 9104 Comm Pac, one synchronous line

Miscellaneous

CAB 9035 Cabinet
CAB 9003 Cabinet
PSS 9004 Power Unit

BIFC - Continued

Terminal

VIP 7205 CRT/Display Terminal (5)
VIP 7301 CRT/Display Terminal (1)

Software

ZHS 1412 GCOS-6, Mod. 400, Rel. 3.0.
ZHF 1092 SORT/Merge
ZHL 1332 Adv. COBOL
ZHL 1412 Adv. Assembler
ZHC 1492 Data Entry Facility (DEF-II)
ZHC 2602 RNP-6 with LHDLC, RFF, RBFII, RCF & ATI
ZHP 1132 Production Facility (UPF)

California SO

California State Office
Federal Office Bldg.
Room E-2841
2800 Cottage Way
Sacramento, California 95825

Honeywell Level-6 Minicomputer
(System #TN 4361)

Central Processing Unit

CPS 9561 Model 43 Processor
CPF 9519 Model 43 to 47 Field Upgrade (10-slot Megabus)
CAB 9402 Megabus Expansion Chassis (9-slot)
MDC 9101 Multiple Device Controller - 4 Slots (Required for Diskettes)
KCM 9101 Keyboard Console Device Pac
TWU 9104 Console Typewriter, 30 CPS, 96-character set
MDC 9101 Multiple Device Controller 4-slot
(1 slot each required for console, printer)

Memory

CMC 9009	Memory Control with 32K	(1)	32K
CMM 9006	32K Words Memory	(3)	96K
CMC 9038	128K Words EDAC Memory w/Controller	(2)	<u>128K</u>
			256K
CPF 9501	Memory Management Unit		
CMC 9654	One Megabyte Memory Unit	(1)	

Peripherals

PRM 9101 Printer Device Pac (2)
PRU 9109 Line Printer (900 LPM - 64 Character Set)
MTC 9102 Magnetic Tape Control and Device Pac
MTU 9109 Magnetic Tape Device (9 TR 800/1600 BPI) (2)
CDS 9116 Cartridge Disk System w/Controller (10 Megabytes)
MSS 9104 Mass Storage Unit w/Controller (256 Megabytes)
MSU 9104 Mass Storage Unit w/o Controller (256 Megabytes)
PRU 9104 Line Printer (300 LPM)
PRF 9102 12 Channel Vertical Form Unit for Printer (2)
CRM 9101 Card Reader Device Pac
CRU 9108 Card Reader (300 CPM)
VAF 7821

Communications

MLC 9103 Multiline Comm Processor (2)
DCM 9106 HDLC Communications Pac
DCM 9101 Asynchronous Communications Pac (4) = 8 Lines
DCM 9103 Synchronous Communications - 2 Lines
NMLCP Multi-Line Comm. Processor - 16 ports

California SO (Continued)

Miscellaneous

PSS 9004 Power Distribution Unit 208/230 - 2 Phase
CAB 9037 Expansion Cabinet (2)
CAB 9036 Basic CPU 60-inch cabinet (heavy duty)

Terminals

VIP 7205 CRT/Display Terminal (4)
VIP 7801 CRT/Display Terminal (2)

Software

ZHS 1412 GCOS-6, Mod. 400, Rel. 3.0.
ZHF 1092 SORT/Merge
ZHL 1332 Adv. COBOL
ZHL 1412 Adv. Assembler
ZHC 1492 Data Entry Facility (DEF-II)
ZHC 2602 RNP-6 with LHDLC, RFF, RBFII, RCF & ATI
ZHP 1132 Production Facility (UPF)
ZHL 1272 Adv. FORTRAN
ZHL 1312 Basic Int./Comp.

Colorado SO

Colorado State Office
1037 20th Street
Denver, Colorado 80202

Honeywell Level-6 Minicomputer
(System #TN 4363)

Central Processing Unit

CPS 9561 Model 43 Processor
CPF 9519 Model 43 to 47 Field Upgrade (10-slot Megabus)
CAB 9402 Megabus Expansion Chassis (9-slot)
CPF 9503 Scientific Instruction Processor
KCM 9101 Keyboard Console Device Pac
TWU 9104 Console Typewriter, 30 CPS, 96-character set
MDC 9101 Multiple Device Controller 4-slot
(1 slot each required for console, printer)

Memory

CMC 9009	Memory Control with 32K	(1)	32K
CMM 9006	32K Words Memory	(3)	96K
CMC 9038	128K Words EDAC Memory w/Controller	(2)	256K
			<u>384K</u>
CPF 9501	Memory Management Unit		
CMC 9654	One Megabyte Memory Unit	(1)	

Peripherals

PRM 9101 Printer Device Pac
PRM 9101 Printer Device Pac
PRU 9104 Line Printer (300 LPM)
PRU 9109 Line Printer (900 LPM - 64 Character Set)
PRF 9102 12 Channel Vertical Form Unit for Printer
MTC 9102 Magnetic Tape Control and Device Pac
MTU 9109 Magnetic Tape Device (9 TR 800/1600 BPI) (2)
CDS 9116 Cartridge Disk System w/Controller (10 Megabytes)
MSS 9104 Mass Storage Unit w/Controller (256 Megabytes)
MSU 9104 Mass Storage Unit w/o Controller (256 Megabytes)

Communications

MLC 9103 Multiline Comm Processor (2)
DCM 9106 HDLC Communications Pac
DCM 9101 Asynchronous Communications Pac (4) = 8 Lines
DCM 9103 Synchronous Communications - 2 Lines
NMLCP Multi-Line Comm. Processor - 16 ports

Miscellaneous

PSS 9004 Power Distribution Unit 208/230 - 2 Phase
CAB 9003 Rack (60" with panels and doors)
CAB 9037 Expansion Cabinet

Colorado SO (Continued)

Terminals

VIP 7205 CRT/Display Terminal (6)
VIP 7301 CRT/Display Terminal (12)
VIP 7801 CRT/Display Terminal (2)

Software

ZHS 1412 GCOS-6, Mod. 400, Rel. 3.0.
ZHF 1092 SORT/MERGE
ZHL 1332 Adv. COBOL
ZHL 1412 Adv. Assembler
ZHC 1492 Data Entry Facility (DEF-II)
ZHC 2602 RNP-6 with LHDLC, RFF, RBFII, RCF & ATI
ZHP 1132 Production Facility (UPF)
ZHL 1272 Adv. FORTRAN
ZHD 9080 INFO-6

Denver Service Center

Bureau of Land Management
Denver Service Center
Denver Federal Center, Building 50
Denver, Colorado 80225

Honeywell Level-6 Minicomputer
(System #TD 1364)

Central Processing Unit

CPS 9561 Model 43 Processor (10-slot megabus)
CPF 9522 Model 47 to 57 Field Upgrade
CAB 9402 Megabus Expansion Chassis (9-slot)
MDC 9101 Multiple Device Controller - 4 Slots (Required for Diskettes)
KCM 9101 Keyboard Console Device Pac
TWU 9104 Console Typewriter, 30 CPS, 96-character set
MDC 9101 Multiple Device Controller 4-slot
(1 slot each required for console, printer)
CAB 9401 Megabus Expansion Chassis (5-slot)

Memory

CMC 9009	Memory Control with 32K words	(2)	64K
CMC 9038	128K Words EDAC Memory w/Controller	(3)	384K
			448K
CMC 9654	One Megabyte Memory Unit	(1)	

Peripherals

PRM 9101 Printer Device Pac
PRU 9109 Line Printer (900 LPM - 64 Character Set)
MTC 9102 Magnetic Tape Control and Device Pac
MTU 9109 Magnetic Tape Device (9 TR 800/1600 BPI) (2)
CDS 9116 Cartridge Disk System w/Controller (10 Megabytes)
MSS 9104 Mass Storage Unit w/Controller (256 Megabytes)
MSU 9104 Mass Storage Unit w/o Controller (256 Megabytes)
PRM 9101 Printer Device Pac
PRU 9103 Line Printer (240 LPM)
PRF 9102 12 Channel Vertical Form Unit for Printer
DIM 9101 Diskette Device Pac
DIU 9104 Diskette
CDU 9115 5M/Byte Cartridge Disk Unit
CRM 9101 Card Reader Device Pac
CRU 9111 Card Reader (500 CPM)

Communications

DCM 9106 HDLC Communications Pac (2)
DCM 9101 Asynchronous Communications Pac (2) = 4 Lines
DCM 9103 Synchronous Communications - 2 Lines
MLC 9103 Multiline Communications Processor (7)
DCM 9101 Asynchronous Comm Pac - 2 Lines (24) = 48 Lines

Denver Service Center (Continued)

Miscellaneous

PSS 9004 Power Distribution Unit 208/230 - 2 Phase
CAB 9003 Rack (60" with panels and doors)
CAB 9037 Expansion Cabinet
PSS 9004 Power Distribution Unit

Terminals

VIP 7205 CRT/Display Terminal (9)
VIP 7801 CRT/Display Terminal (5)

Software

SHS 1412 GCOS-6, Mod. 400, Rel. 3.0.
SHF 1092 SORT/MERGE
SHL 1332 Advanced COBOL
SHL 1412 Advanced Assembler
SHC 1492 Data Entry Facility (DEF-II)
SHC 2602 RNP-6 with LHDLC, RFF, RBFII, RCF & ATI
SHP 1132 Production Facility (UPF)
SHL 1272 Advanced FORTRAN
SHD 9080 INFO-6
SHC 1113 Honeywell Communications & File Transfer Facility - Rel. 3.5.
SHL 1312 BASIC Int/Compiler
SHH 1012 OAS Document Processing
SHD 1202 OAS Records Processing
STS 1902 TPS6 Transaction Processing System
STS 1912 TPS6 Screenwrite
SHD 1142 DM6 Transaction Processor (DM6 TP)
SHD 1162 (DM6 I-D-S/II (Inc. RUN-TIME Service)
SHC 1092 BSC Transport Facility
SHC 1222 2780/3780 WKSTN Facility

Eastern States Office

Eastern States Office
350 So. Pickett Street
Alexandria, Virginia 22304

Honeywell Level-6 Minicomputer
(System #TN 4362)

Central Processing Unit

CPS 9561 Model 43 Processor
CPF 9519 Model 43 to 47 Field Upgrade (10-slot Megabus)
CAB 9402 Megabus Expansion Cahssis (10-slot)
KCM 9101 Keyboard Console Device Pac
TWU 9104 Console Typewriter, 30 CPS, 96-character set
MDC 9101 Multiple Device Controller 4-slot
(1 slot each required for console, printer)

Memory

CMC 9009	Memory Control with 32K	(2)	64K
CMM 9006	32K Words Memory	(6)	192K
CMC 9038	128K Words EDAC Memory w/Controller	(1)	<u>128K</u>
			384K
CPF 9501	Memory Management Unit		
CMC 9654	One Megabyte Memory Unit	(1)	

Peripherals

PRM 9101 Printer Device Pac
PRU 9109 Line Printer (900 LPM - 64 Character Set)
MTC 9102 Magnetic Tape Control and Device Pac
MTU 9109 Magnetic Tape Device (9 TR 800/1600 BPI) (2)
CDS 9116 Cartridge Disk System w/Controller (10 Megabytes)
MSS 9104 Mass Storage Unit w/Controller (256 Megabytes)
MSU 9104 Mass Storage Unit w/o Controller (256 Megabytes)
PRU 9104 Line Printer (300 LPM)
PRF 9102 12 Channel Vertical Form Unit for Printer
VAF 7821

Communications

MLC 9103 Multiline Comm Processor (2)
DCM 9106 HDLC Communications Pac
DCM 9101 Asynchronous Communications Pac (2) = 4 Lines
DCM 9103 Synchronous Communications - 2 Lines
NMLCP Multi-Line Comm. Processor - 16 ports

Miscellaneous

PSS 9004 Power Distribution Unit 208/230 - 2 Phase
CAB 9003 Rack (60" with panels and doors)
CAB 9036 Cabinet
CAB 9037 Expansion Cabinet

Eastern States Office (Continued)

Terminals

VIP 7205 CRT/Display Terminal (4)
VIP 7801 CRT/Display Terminal (1)

Software

ZHS 1412 GCOS-6, Mod. 400, Rel. 3.0.
ZHF 1092 SORT/Merge
ZHL 1332 Adv. COBOL
ZHL 1412 Adv. Assembler
ZHC 1492 Data Entry Facility (DEF-II)
ZHC 2602 RNP-6 with LHDLC, RFF, RBFII, RCF & ATI
ZHP 1132 Production Facility (UPF)
ZHC 1092 BSC Transport Facility
ZHC 1222 2780/3780 WKSTN Facility

Idaho SO

Idaho State Office
Federal Building
550 West Fort Street
Boise, Idaho 83724

Honeywell Level-6 Minicomputer
(System #TN 4360)

Central Processing Unit

CPS 9561 Model 43 Processor
CPF 9519 Model 43 to 47 Field Upgrade (10-slot Megabus)
KCM 9101 Keyboard Console Device Pac
TWU 9104 Console Typewriter, 30 CPS, 96-character set
MDC 9101 Multiple Device Controller 4-slot
(1 slot each required for console, printer & card reader)
CAB 9402 Megabus Expansion Chassis (9-slot, w/power supply)

Memory

CMC 9009	Memory Control with 32K	(2)	64K
CMM 9006	32K Words Memory	(6)	192K
CMC 9038	128K Words EDAC Memory w/Controller	(1)	128K
			<u>384K</u>
CPF 9501	Memory Management Unit		
CMC 9654	One Megabyte Memory Unit	(1)	

Peripherals

PRF 9102 Vertical Format Unit for Printer
PRM 9101 Printer Device Pac
PRU 9109 Line Printer (900 LPM - 64 Character Set)
MTC 9102 Magnetic Tape Control and Device Pac
MTU 9109 Magnetic Tape Device (9 TR 800/1600 BPI) (2)
CDS 9116 Cartridge Disk System w/Controller (10 Megabytes)
CDU 9116 Cartridge Disk System w/o Controller (10 Megabytes)
CRM 9101 Card Reader Device Pac
CRU 9108 Card Reader (300 CPM)
MSS 9104 Mass Storage Unit w/Controller (256 Megabytes)
MSU 9104 Mass Storage Unit w/o Controller (256 Megabytes)
VAF 7821

Communications

MLC 9103 Multiline Comm Processor (2)
DCM 9106 HDLC Communications Pac
DCM 9101 Asynchronous Communications Pac (6) = 12 Lines
DCM 9103 Synchronous Communications - 2 Lines
NMLCP Multi-Line Comm. Processor - 16 ports

Miscellaneous

PSS 9004 Power Distribution Unit 208/230 - 2 Phase
CAB 9037 Expansion Cabinet (2)
CAB 9036 60 Inch Cabinet

Idaho SO (Continued)

Terminals

VIP 7205 CRT/Display Terminal (4)
VIP 7801 CRT/Display Terminal (3)
VIP 7300 CRT/Display Terminal (2)

Software

ZHS 1412 GCOS-6, Mod. 400, Rel. 3.0.
ZHF 1092 SORT/Merge
ZHL 1332 Adv. COBOL
ZHL 1412 Adv. Assembler
ZHC 1492 Data Entry Facility (DEF-II)
ZHC 2602 RNP-6 with LHDLC, RFF, RBFII, RCF & ATI
ZHP 1132 Production Facility (UPF)
ZHL 1272 Adv. FORTRAN
ZHH 1012 OAS Document Processing
ZHD 1202 OAS Records Processing

Montana SO

Montana State Office
Granite Tower
222 N. 32nd Street
P.O. Box 30157
Billings, Montana 59107

Honeywell Level-6 Minicomputer
(System #TN 2389)

Central Processing Unit

CPS 9561 Model 43 Processor
CPF 9519 Model 43 to 47 Field Upgrade (14-slot Megabus)
MDC 9101 Multiple Device Controller - 4 Slot (Required for Diskettes)
KCM 9101 Keyboard Console Device Pac
TWU 9104 Console Typewriter, 30 CPS, 96-character set
MDC 9101 Multiple Device Controller 4-slot
(1 slot each required for console printer)
CAB 9402 Megabus Expansion Chassis, 9-Slot

Memory

	Memory Management Unit w/Upgrade (43 to 47)		
CMC 9009	Memory Control with 32K	(1)	32K
CMM 9006	32K Words Memory	(3)	96K
CMC 9038	128K Words EDAC Memory w/Controller	(3)	384K
			<u>512K</u>
CMC 9654	One Megabyte Memory Unit		

Peripherals

PRM 9101 Printer Device Pac
PRM 9101 Printer Device Pac
PRU 9104 Line Printer (300 LPM)
PRU 9109 Line Printer (900 LPM - 64 Character Set)
PRF 9102 12 Channel Vertical Form Unit for Printer
MTC 9102 Magnetic Tape Control and Device Pac
MTU 9109 Magnetic Tape Device (9 TR 800/1600 BPI) (2)
CDS 9116 Cartridge Disk System w/Controller (10 Megabytes)
MSS 9104 Mass Storage Unit w/Controller (256 Megabytes)
MSU 9104 Mass Storage Unit w/o Controller (256 Megabytes)
DIM 9101 Diskette Device Pac
DIU 9101 Diskette
VAF 7821 Adapter

Communications

MLC 9103 Multiline Comm Processor (2)
DCM 9106 HDLC Communications Pac
DCM 9101 Asynchronous Communications Pac (6) = 12 Lines
DCM 9104 Comm Pac, one synchronous line
NMLCP Multi-Line Comm. Processor - 16 ports

Montana SO (Continued)

Miscellaneous

PSS 9004 Power Distribution Unit 208/230 - 2 Phase
CAB 9003 Rack (60" with panels and doors)
CAB 9012 Expansion Cabinet (60" w/Cabinet)
CAB 9037 Expansion Cabinet (2)

Terminals

VIP 7205 CRT/Display Terminal (8)
VIP 7801 CRT/Display Terminal (8)

Software

ZHS 1412 GCOS-6, Mod. 400, Rel. 3.0.
ZHF 1092 SORT/Merge
ZHL 1332 Adv. COBOL
ZHL 1412 Adv. Assembler
ZHC 1492 Data Entry Facility (DEF-II)
ZHC 2602 RNP-6 with LHDLC, RFF, RBFII, RCF & ATI
ZHP 1132 Production Facility (UPF)
ZHL 1272 Adv. FORTRAN
ZHD 9080 INFO-6
ZHC 1222 2780/3780 Workstation Facility, Rel. 3.2.
ZHC-1092 BSC Transport Facility

Nevada SO

Nevada State Office
Federal Building, Room 3008
300 Booth Street
P.O. Box 12000
Reno, Nevada 89520

Honeywell Level-6 Minicomputer
(System #TN 2388)

Central Processing Unit

CPS-9470 Model 33 CPU - 5-slot chassis w/L-6 full control panel
CPF-9515 Model 33 to 43 with Memory Mgt. Upgrade Mod., 5-slot chassis
CPF 9519 Model 43 to 47 Field Upgrade (10-slot Megabus)
MDC 9101 Multiple Device Controller - 4 Slots (Required for Diskettes)
KCM 9101 Keyboard Console Device Pac
TWU 9104 Console Typewriter, 30 CPS, 96-character set
MDC 9101 Multiple Device Controller 4-slot
(1 slot each required for console, printer)

Memory

CMC 9009	Memory Control with 32K	(2)	32K
CMM 9006	32K Words Memory	(6)	96K
CMC 9038	128K Words EDAC Memory w/Controller	(1)	128K
			<u>352K</u>
	Memory Management Unit w/Upgrade (43 to 47)		
CMC 9654	One Megabyte Memory Unit	(1)	

Peripherals

PRU 9109 Line Printer (900 LPM - 64 Character Set)
MTC 9102 Magnetic Tape Controller and Device Pac for PE Tape Drive
MTU 9109 Magnetic Tape Device (9 TR 800/1600 BPI) (2)
CDS 9116 Cartridge Disk System w/Controller (10 Megabytes)
MSS 9104 Mass Storage Unit w/Controller (256 Megabytes)
MSU 9104 Mass Storage Unit w/o Controller (256 Megabytes)
PRM 9101 Printer Device Pac (2)
PRU 9104 Line Printer (300 LPM)
PRF 9102 12 Channel Vertical Form Unit for Printer
DIM 9101 Diskette Device Pac
DIU 9101 Diskette, Single
CRM 9101 Card Reader Device Pac
CRU 9108 Card Reader (300 CPM)
VAF 7821

Communications

MLC 9103 Multiline Comm Processor
DCM 9106 HDLC Communications Pac
DCM 9101 Asynchronous Communications Pac (2) = 4 Lines
DCM 9103 Synchronous Communications - 2 Lines
NMLCP Multi-Line Comm. Processor - 16 ports

Nevada SO (Continued)

Miscellaneous

PSS 9004 Power Distribution Unit 30 AMP - 3 Phase
CAB 9003 Rack (60" with panels and doors)
CAB 9037 Expansion Cabinet (2) (Tape Drives)
CAB 9402 Megabus Expansion Chasis 9-slot w/Power Supply

Terminals

VIP 7205 CRT/Display Terminal (8)
VIP 7801 CRT/Display Terminal (4)

Software

ZHS 1412 GCOS-6, Mod. 400, Rel. 3.0.
ZHF 1092 SORT/Merge
ZHL 1332 Adv. COBOL
ZHL 1412 Adv. Assembler
ZHC 1492 Data Entry Facility (DEF-II)
ZHC 2602 RNP-6 with LHDLC, RFF, RBFII, RCF & ATI
ZHP 1132 Production Facility (UPF)
ZHL 1272 Adv. FORTRAN
ZHL 1312 Basic Int/Compiler

New Mexico SO

New Mexico State Office
Federal Building,
South Federal Place
P.O. Box 1449
Santa Fe, New Mexico 87501

Honeywell Level-6 Minicomputer
(System #TN 2770)

Central Processing Unit

CPS 9561 Model 43 Processor
CPF 9519 Model 43 to 47 Field Upgrade (10-slot Megabus)
CAB 9402 Megabus Expansion Chassis (9-slot)
MDC 9101 Multiple Device Controller - 4 Slots (Required for Diskettes)
KCM 9101 Keyboard Console Device Pac
TWU 9104 Console Typewriter, 30 CPS, 96-character set
MDC 9101 Multiple Device Controller 4-slot
(1 slot each required for console, printer)

Memory

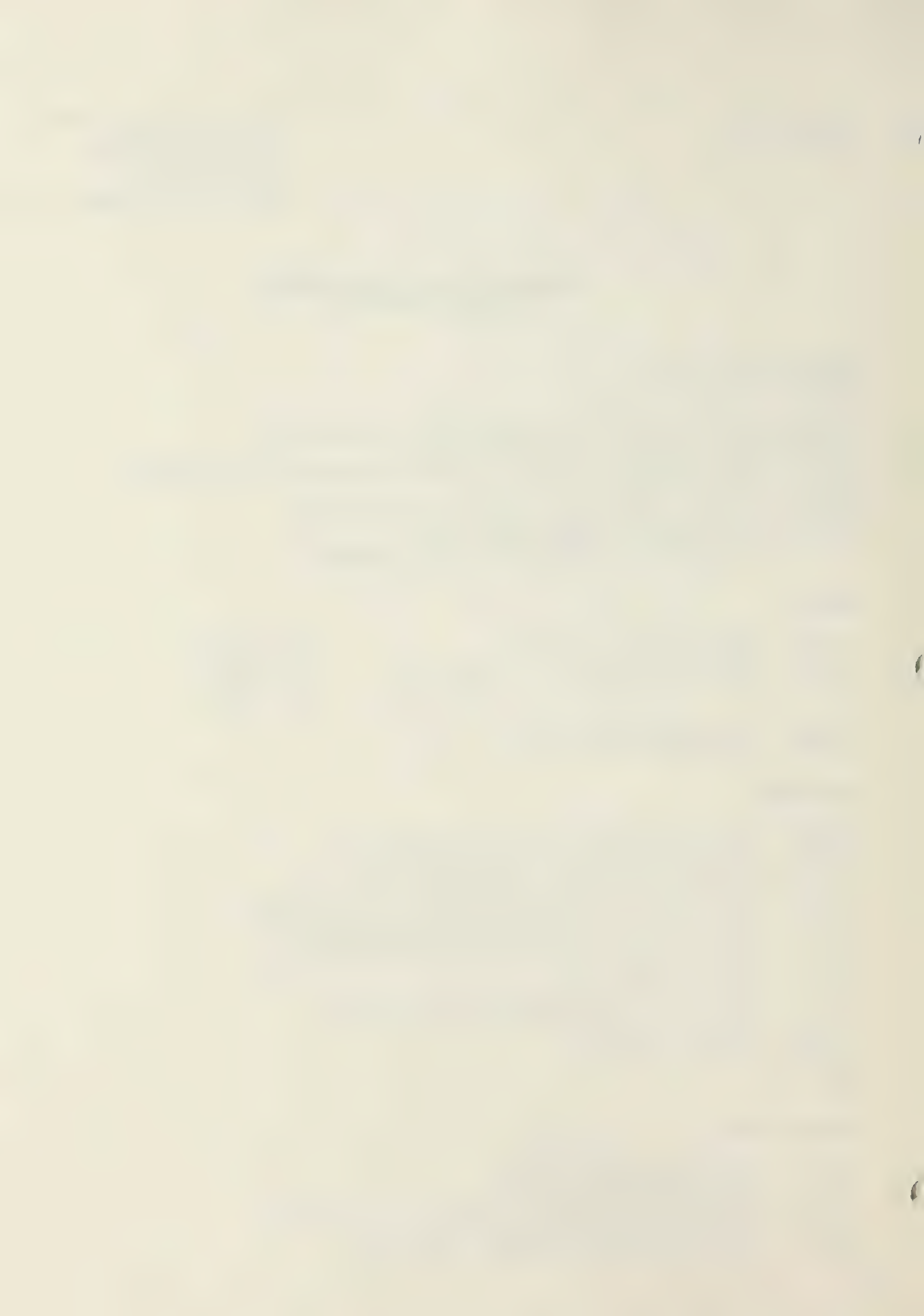
CMC 9009	Memory Control with 32K	(1)	32K
CMM 9006	32K Words Memory	(3)	96K
CMC 9038	128K Words EDAC Memory w/Controller	(1)	128K
			<u>256K</u>
CPF 9501	Memory Management Unit		
CMC 9654	One Megabyte Memory Unit		

Peripherals

PRM 9101 Printer Device Pac
PRU 9109 Line Printer (900 LPM - 64 Character Set)
MTC 9102 Magnetic Tape Control and Device Pac
MTU 9109 Magnetic Tape Device (9 TR 800/1600 BPI) (2)
CDS 9116 Cartridge Disk System w/Controller (10 Megabytes)
MSS 9104 Mass Storage Unit w/Controller (256 Megabytes)
MSU 9104 Mass Storage Unit w/o Controller (256 Megabytes)
PRM 9101 Printer Device Pac
PRU 9104 Line Printer (300 LPM)
PRF 9102 12 Channel Vertical Form Unit for Printer
DIM 9101 Diskette Device Pac
DIU 9101 Diskette
VAF 7821

Communications

MLC 9103 Multiline Comm Processor
DCM 9106 HDLC Communications Pac
DCM 9101 Asynchronous Communications Pac (2) = 4 Lines
DCM 9104 Comm Pac, one synchronous line
NMLCP Multi-Line Comm. Processor - 16 ports



New Mexico SO (Continued)

Miscellaneous

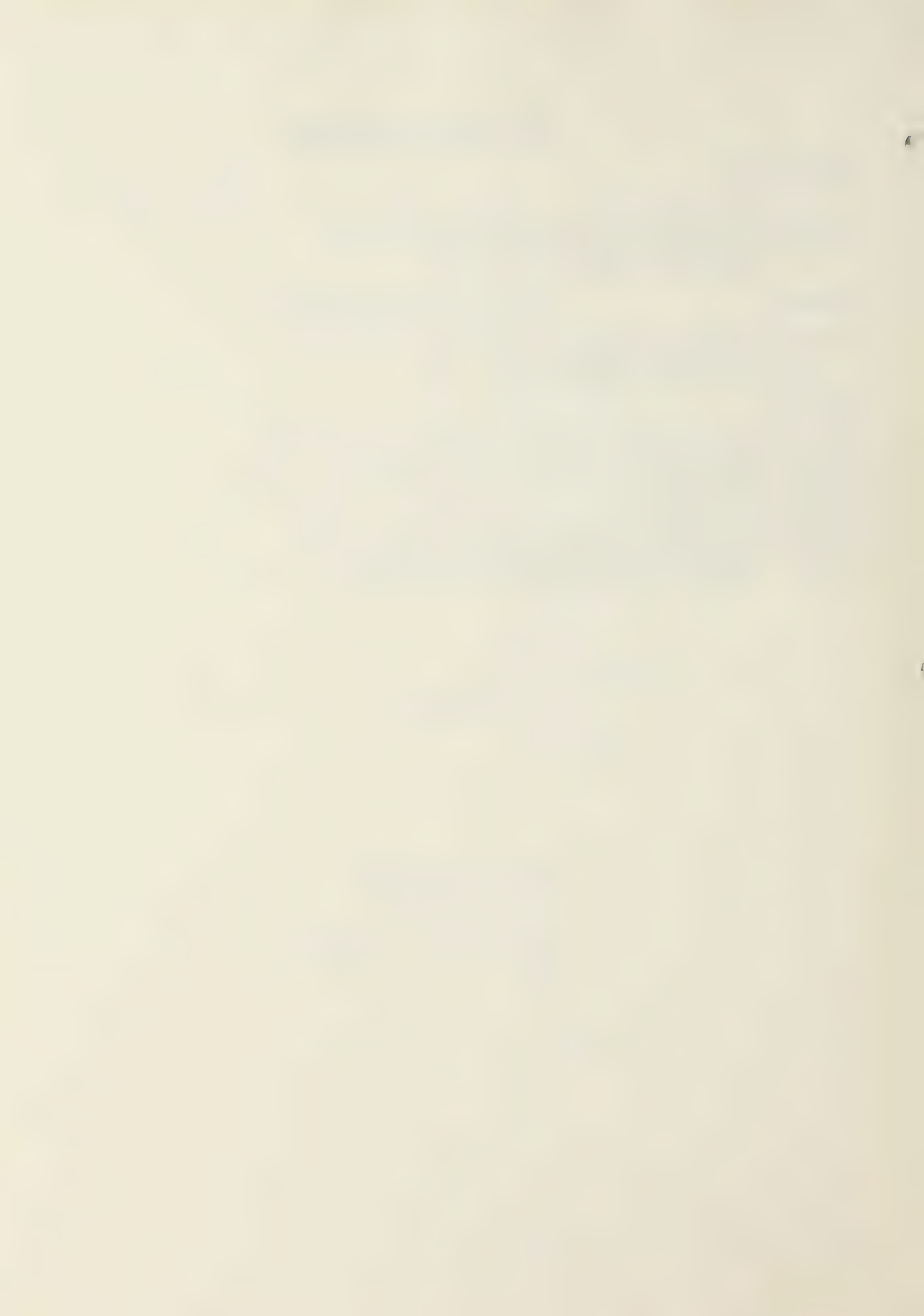
PSS 9004 Power Distribution Unit 208/230 - 2 Phase
CAB 9003 Rack (60" with panels and doors)
CAB 9037 Expansion Cabinet

Terminals

VIP 7205 CRT/Display Terminal (6)
VIP 7801 CRT/Display Terminal (15)

Software

ZHS 1412 GCOS-6, Mod. 400, Rel. 3.0.
ZHF 1092 SORT/Merge
ZHL 1332 Adv. COBOL
ZHL 1412 Adv. Assembler
ZHC 1492 Data Entry Facility (DEF-II)
ZHC 2602 RNP-6 with LHDLC, RFF, RBFII, RCF & ATI
ZHP 1132 Production Facility (UPF)



Oregon SO

Oregon State Office
825 Multnomah Street
P.O. Box 2965
Portland, Oregon 97208

Honeywell Level-6 Minicomputer
(System #TN 2771)

Central Processing Unit

CPS 9561 Model 43 Processor
CPF 9519 Model 43 to 47 Field Upgrade (10-slot Megabus)
CPF 9522 Model 47 to 57 Field Upgrade
KCM 9101 Keyboard Console Device Pac
TWU 9104 Console Typewriter, 30 CPS, 96-character set
MDC 9101 Multiple Device Controller 4-slot
(1 slot each required for console printer)

Memory

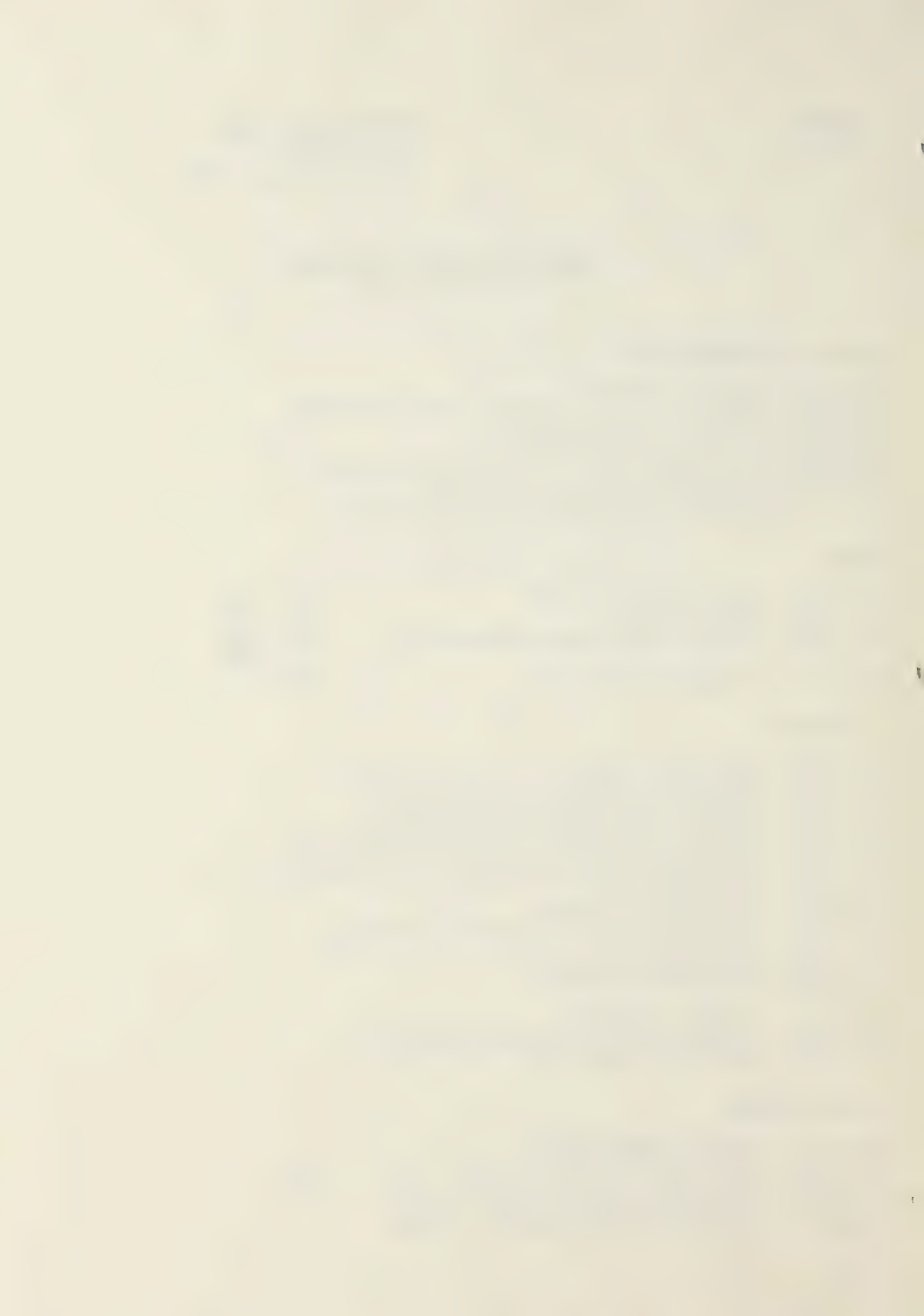
CMC 9009	Memory Control with 32K	(1)	32K
CMM 9006	32K Words Memory	(3)	96K
CMC 9038	128K Words EDAC Memory w/Controller	(1)	128K
			256K
CMC 9654	One Megabyte Memory Unit	(1)	

Peripherals

PRM 9101 Printer Device Pac
PRU 9109 Line Printer (900 LPM - 64 Character Set)
MTC 9102 Magnetic Tape Control and Device Pac
MTU 9109 Magnetic Tape Device (9 TR 800/1600 BPI) (2)
MSS 9104 Mass Storage Unit w/Controller (256 Megabytes)
MSU 9104 Mass Storage Unit w/o Controller (256 Megabytes)
PRM 9101 Printer Device Pac
PRU 9104 Line Printer (300 LPM)
PRF 9102 12 Channel Vertical Form Unit for Printer
CRM 9101 Card Reader Device Pac
CRU 9108 Card Reader (300 CPM)
VAF 7821
CDU 9116 Cartridge Disk Drive
MSC 9101 Cartridge Disk Mass Storage Controller
CDM 9101 Device Pac for MSC 9101

Communications

MLC 9103 Multiline Comm Processor
DCM 9106 HDLC Communications Pac
DCM 9101 Asynchronous Communications Pac (2) = 4 Lines
DCM 9103 Synchronous Communications - 2 Lines
NMLCP Multi-Line Comm. Processor - 16 ports



Oregon SO (Continued)

Miscellaneous

PSS 9004 Power Distribution Unit 208/230 - 2 Phase
CAB 9003 Rack (60" with panels and doors)
CAB 9012 Expansion Cabinet (60" w/doors)

Terminals

VIP 7205 CRT/Display Terminal (4)
VIP 7801 CRT/Display Terminal (5)

Software

ZHS 1412 GCOS-6, Mod. 400, Rel. 3.0.
ZHF 1092 SORT/Merge
ZHL 1332 Adv. COBOL
ZHL 1412 Adv. Assembler
ZHC 1492 Data Entry Facility (DEF-II)
ZHC 2602 RNP-6 with LHDLC, RFF, RBFII, RCF & ATI
ZHP 1132 Production Facility (UPF)

Utah SO

Utah State Office
324 S. State St., Suite 301
Salt Lake City, Utah 84111

Honeywell Level-6 Minicomputer
(System #TN 4358)

Central Processing Unit

CPS 9561 Model 43 Processor
CPF 9519 Model 43 to 47 Field Upgrade (10-slot Megabus)
MDC 9101 Multiple Device Controller - 4 Slots (Required for Diskettes)
KCM 9101 Keyboard Console Device Pac
TWU 9104 Console Typewriter, 30 CPS, 96-character set
MDC 9101 Multiple Device Controller 4-slot
(1 slot each required for console, printer)
CAB 9402 Megabus Expansion Chassis (9-slot)

Memory

CMC 9009	Memory Control with 32K	(1)	32K
CMM 9006	32K Words Memory	(3)	96K
CMC 9038	256KB Words EDAC Memory w/Controller	(2)	<u>512K</u> 640K
CPF 9501	Memory Management Option Unit		
CMC 9654	One Megabyte Memory Unit	(1)	

Peripherals

PRM 9101 Printer Device Pac (2)
PRU 9109 Line Printer (900 LPM - 64 Character Set)
MTC 9102 Magnetic Tape Control and Device Pac
MTU 9109 Magnetic Tape Device (9 TR 800/1600 BPI) (2)
CDS 9116 Cartridge Disk System w/Controller
MSS 9104 Mass Storage Unit w/Controller (256 Megabytes)
MSU 9104 Mass Storage Unit w/o Controller (256 Megabytes)
PRU 9104 Line Printer (300 LPM)
PRF 9102 12 Channel Vertical Form Unit for Printer

Communications

DCM 9106 HDLC Communications Pac
DCM 9101 Asynchronous Communications Pac (4) = 8 Lines
DCM 9103 Synchronous Communications - 2 Lines
MLC 9103 Multiline Communications Processor (2)
NMLCP Multi-Line Comm. Processor - 16 ports



Utah SO (Continued)

Miscellaneous

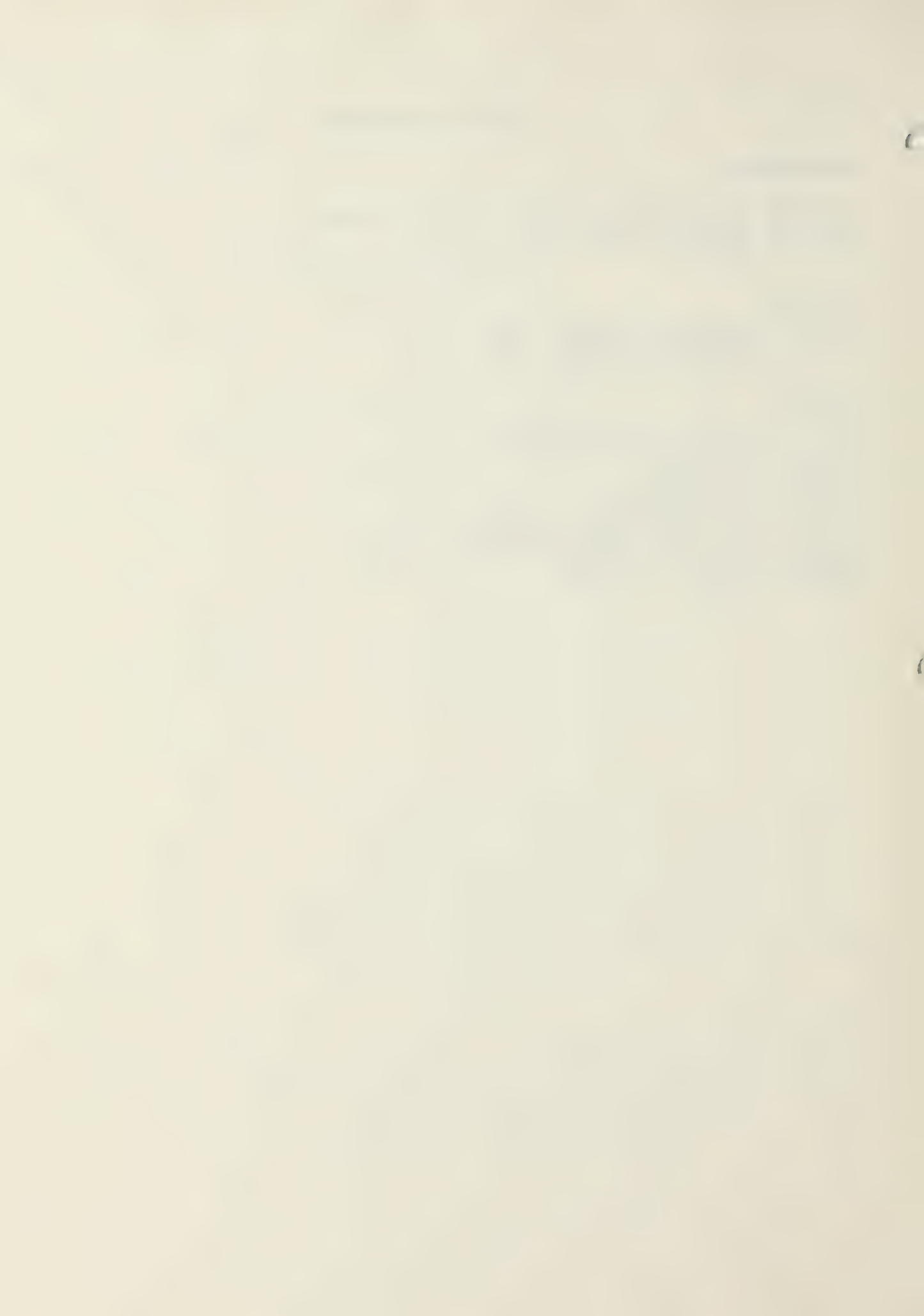
PSS 9004 Power Distribution Unit 208/230 - 2 Phase
CAB 9037 Expansion Cabinet (2)
CAB 9036 Cabinet

Terminals

VIP 7205 CRT/Display Terminal (8)
VIP 7801 CRT/Display Terminal (6)

Software

ZHS 1412 GCOS-6, Mod. 400, Rel. 3.0.
ZHF 1092 SORT/Merge
ZHL 1332 Adv. COBOL
ZHL 1412 Adv. Assembler
ZHC 1492 Data Entry Facility (DEF-II)
ZHC 2602 RNP-6 with LHDLC, RFF, RBFII, RCF & ATI
ZHP 1132 Production Facility
ZHD 9080 INFO-6



Wyoming SO

Wyoming State Office
2515 Warren Avenue
P.O. Box 1828
Cheyenne, Wyoming 82001

Honeywell Level-6 Minicomputer
(System #TN 2769)

Central Processing Unit

CPS 9561 Model 43 Processor
CPF 9519 Model 43 to 47 Field Upgrade (10-slot Megabus)
CPF 9522 Model 47 to 57 Field Upgrade Kit
CAB 9402 Megabus Expansion Chassis (9-slot)
KCM 9101 Keyboard Console Device Pac
TWU 9104 Console Typewriter, 30 CPS, 96-character set
MDC 9101 Multiple Device Controller 4-slot
(1 slot each required for console, printer)
MDC 9101 Multiple Device Controller - 4 Slots (Required for Diskettes)

Memory

CMC 9009	Memory Control with 32K	(1)	32K
CMM 9006	32K Words Memory	(3)	96K
CMC 9038	128K Words EDAC Memory w/Controller	(2)	<u>256K</u>
CMC 9038	256KB EDAC Memory	(2)	
NMLCP	One Megabyte Memory Unit	(1)	

Peripherals

PRM 9101 Printer Device Pac
PRM 9101 Printer Device Pac
PRU 9104 Line Printer (300 LPM)
PRU 9109 Line Printer (900 LPM - 64 Character Set)
PRF 9102 12 Channel Vertical Form Unit for Printer
MTC 9102 Magnetic Tape Control and Device Pac
MTU 9109 Magnetic Tape Device (9 TR 800/1600 BPI) (2)
CDS 9116 Cartridge Disk System w/Controller (10 Megabytes)
MSS 9104 Mass Storage Unit w/Controller (256 Megabytes)
MSU 9104 Mass Storage Unit w/o Controller (256 Megabytes)
DIM 9101 Diskette Device Pac
DIU 9101 Diskette Drive
VAF 7821
CPE 9503 Scientific Instruction Processor

Communications

MLC 9101 Multiline Comm Processor (2)
MLC 9103 Multiline Comm Processor (2)
DCM 9106 HDLC Communications Pac
DCM 9101 Asynchronous Communications Pac (4) = 8 Lines
DCM 9104 Comm Pac, one synchronous line
NMLCP Multi-Line Comm. Processor - 16 ports

Wyoming SO (Continued)

Miscellaneous

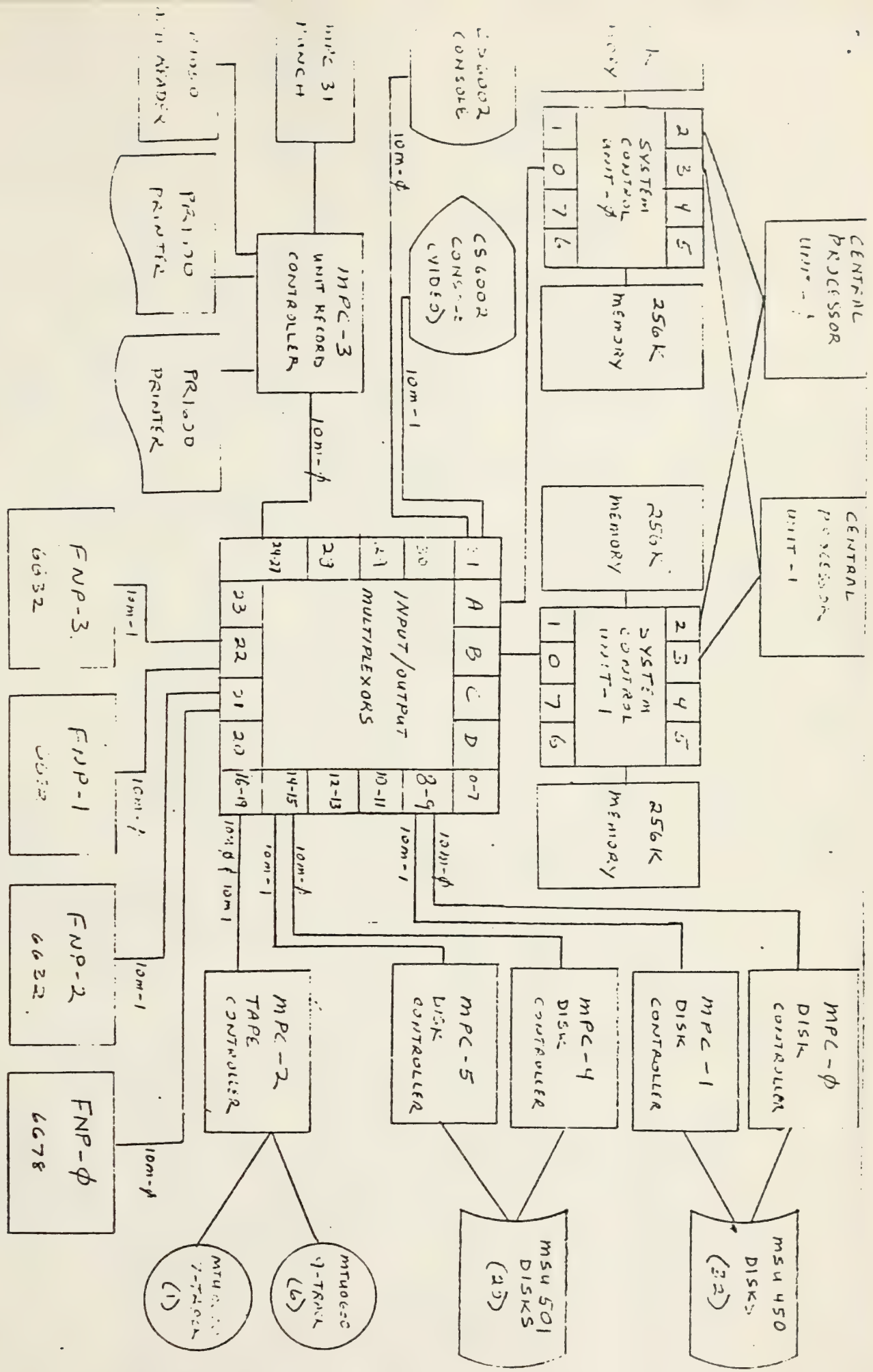
PSS 9004 Power Distribution Unit 208/230 - 2 Phase
CAB 9003 Rack (60" with panels and doors)
CAB 9037 Expansion Cabinet (2)

Terminals

VIP 7205 CRT/Display Terminal (4)
VIP 7801 CRT/Display Terminal (16)

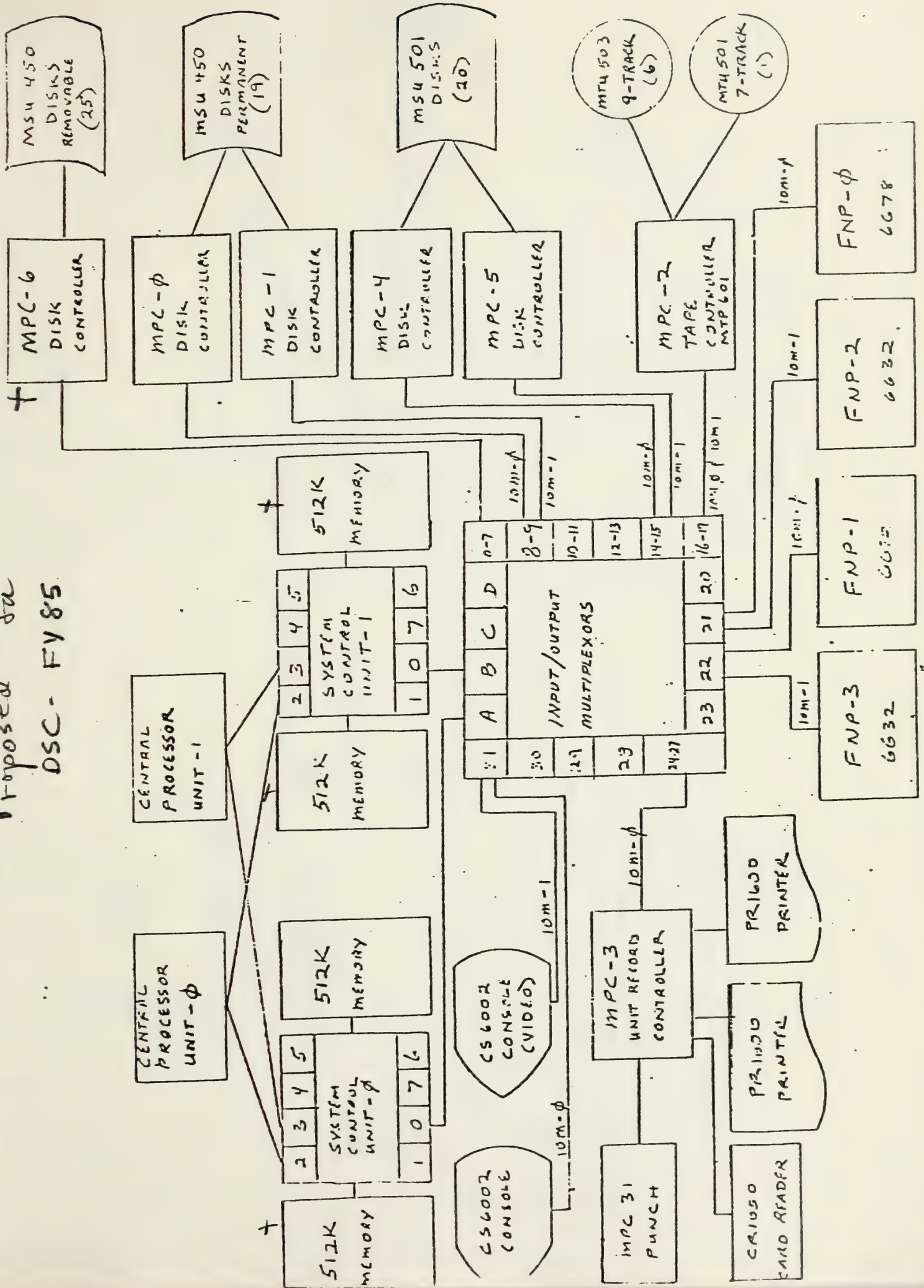
Software

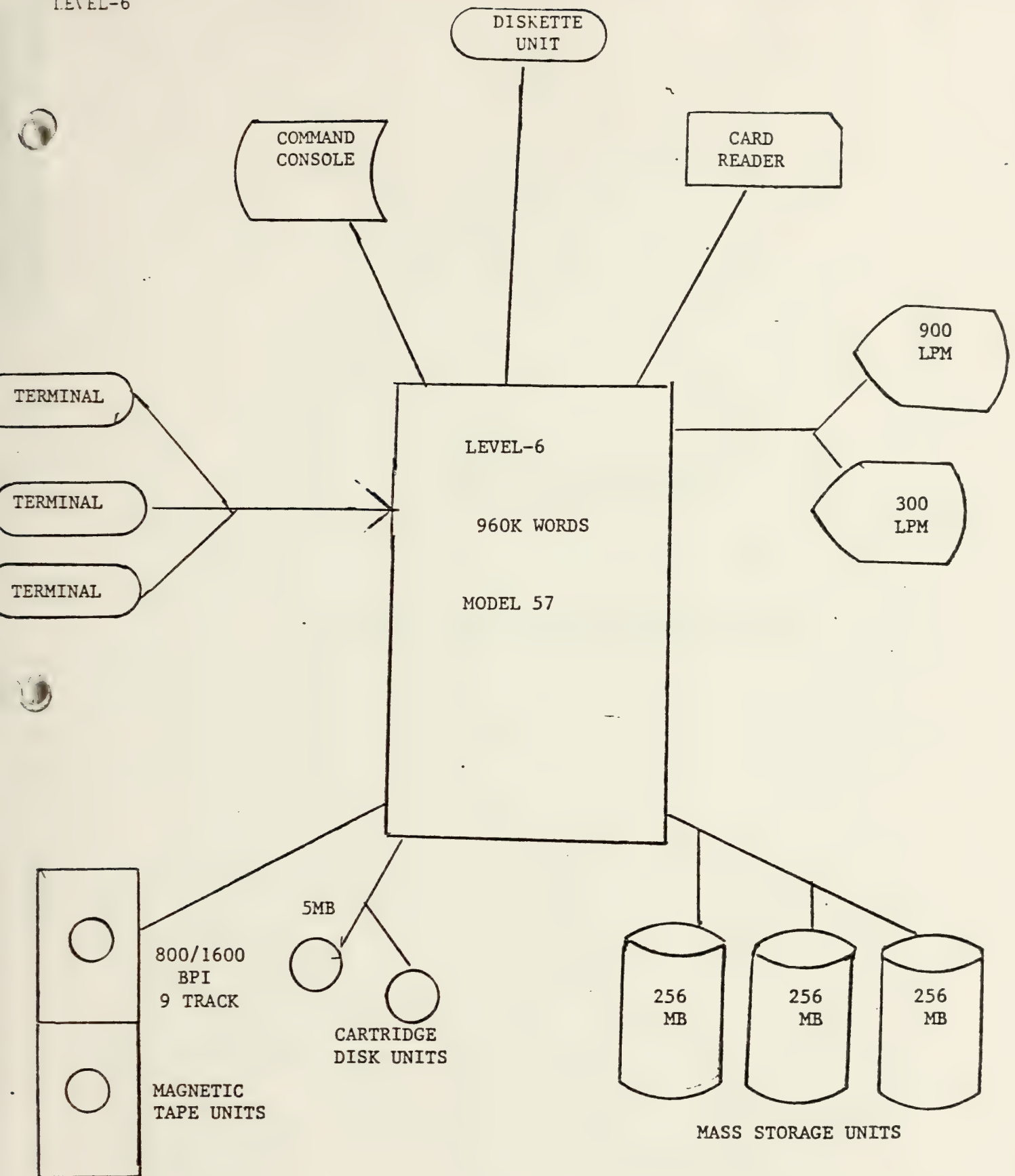
ZHS 1412 GCOS-6, Mod. 400, Rel. 3.0.
ZHF 1092 SORT/Merge
ZHL 1332 Adv. COBOL
ZHL 1412 Adv. Assembler
ZHC 1492 Data Entry Facility (DEF-II)
ZHC 2602 RNP-6 with LHDLC, RFF, RBFII, RCF & ATI
ZHP 1132 Production Facility (UPF)
ZHL 1272 Adv. FORTRAN
ZHD 9080 INFO-6



Present DSC - FY85.

Proposed for DSC - FY85





DSC - level 6
configuration

BUREAU OF LAND MANAGEMENT

NATIONAL DATA COMMUNICATIONS NETWORK STUDY

Prepared by:

Bureau of Land Management
Denver Service Center
Office of Data Systems (D-250)

Executive Summary

The purpose of this study is to quantify today's use of the Bureau's national Data Communications Network (BUDCOM) and all of its components in the Denver Service Center, Washington, State, District, and Area Offices. This study will identify areas of the BUDCOM that require immediate updating and/or modifications for more efficient use which should produce a cost savings in FY-83. In addition, this study will become the basic data communications planning document through FY-87, the planned life of the Honeywell computer, and for long-range planning. This benchmark, in conjunction with our network will serve as the model to measure new developments in the communications industry in determining the feasibility and cost effectiveness of future technology. Other by-products of this study will be the requirements analysis, workload justification, economic analysis and other documents that will support any major procurement for ADP hardware, data communications equipment, and software should that action be required.

The Office of Data Systems (ODS) initiated a study to quantify several facets of the BLM data communications workload. First on the agenda for measurement was the ODS (D-200) since it is the largest user of the central site host computer. The vast majority of all traffic generated by D-200 came from terminals operating in an asynchronous protocol at 1200 bits per second (120 characters per record). Also, the vast majority of users of this class of terminals are programmer/analyst personnel engaged in the development and maintenance of Bureauwide applications processed on the Honeywell 66/80.

The second item for measurement was the use of the Bureauwide data communications network by each state office. This part of the study required the collection of traffic data from two different classes of equipment. Since the state offices predominately use the 120CPS class of terminals in the interactive time-sharing mode for data transmission to the central site

computer, it was decided to collect traffic statistics on that class of terminal. The other class of equipment monitored was the Honeywell Level-6 which operates at 4800BPS in a synchronous protocol and is used primarily to receive and print large volumes of data at a very high rate of speed.

The analysis of the data collected revealed the following facts and recommendations:

1. The terminal utilization at the Service Center for the 120CPS class is averaging approximately 3-4%. This means that we have too many FNP resources dedicated to a relatively low percentage of terminal usage.

Recommendation: Use existing Level-6 equipment at the Service Center to concentrate the majority of all terminal traffic through it to the central site computer. This recommendation would have a one time cost of approximately 30K for Level-6 communication equipment enhancements with possibly another 30K required after a couple of years. The immediate and long term benefit would be that the field offices would have approximately 60 additional ports available to access the central site computer.

2. The utilization of the 120CPS class of terminals used for the Mining Claims Recordation Application System is averaging 3%. This means that we have too many FNP resources dedicated to a relatively low percentage of terminal usage.

Recommendation: The 49 lines and ports dedicated to MCR are comprised of 39 CRT devices and 10 hardcopy teleprinters. It is recommended that each state office retain 1 CRT device and 1 hardcopy teleprinter with no change in methodology of communications access. The remaining 29 lines and ports could be redirected for other field office use. The 29 dedicated terminals associated with the MCR application could also be redirected for use by other applications.

3. The combination of the 120CPS class terminal and the Level-6 traffic data collected from each state office produced a 3-4% utilization of the entire network. This means that BLM's national data communications network as it is configured has the capacity to meet all known future requirements through FY-87.

Recommendation: ODS should proceed with a procurement action to recompute those components of the data communications network that will, as a result of a competitive procurement, lower the costs of the network while maintaining the same level of service. Each state office should contact ODS for assistance in the measurement, planning, design and procurement of their respective state data communications networks. ODS should continue to study, configure, do cost analysis, and recommend other areas for state office Level-6 use as a data communications device.

While there will be considerable cost savings resulting from this study, the most significant fact falls to cost avoidance. One new front-end communications processor (FNP) is configured by Honeywell with 96 ports available for user interface. The cost of one new FNP is approximately 120K not including maintenance. Currently, the central site computer has 3 FNP's with a total of only 11 spare ports available for future use. The recommendations above identify approximately 85 to 90 ports that can be made available for use by the field. When added to the 11 spare ports in existence now, one complete FNP will, in effect, been added at no cost.

Knowledge of the current utilization, remaining network capacity, and the future expansion capability, will preclude procuring any additional network capacity at least through FY-87. The Bureau can now factually plan for its data communications growth.

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I. Introduction

A. Purpose

The purpose of this study is to quantify today's use of the Bureau's national Data Communications network (BUDCOM) and all of its components in the Denver Service Center, Washington, State, District, and Area offices. This study will identify areas of the BUDCOM that require immediate updating and/or modification for more efficient use which should produce a cost savings in FY 83. In addition, this study will become the basic data communications planning document through FY-87, the planned life of the Honeywell computer, and for long-range planning. This benchmark, in conjunction with our network, will serve as the model to measure new developments in the communications industry in determining the feasibility and cost effectiveness of future technology. Other by-products of this study will be the requirements analysis, work load justification, economic analysis and other documents that will support any major procurement for ADP hardware, data communications equipment, and software should that action be required.

B. Background

From September 1975 through October 1977, the Bureau of Land Management (BLM) conducted a competitive procurement to replace its current computer system. That system consisted of a Burroughs 5500 located on the Denver Federal Center. In the course of this Procurement, the BLM received a Delegation of Procurement Authority (DPA) from the General Services Administration (GSA) to procure not only the central site or host computer system but also the front-end processors. Honeywell Information Systems, Incorporated was awarded the contract for the replacement system. A dual processor Honeywell Information Systems Series 60, Level 66, Model 66/80 (hereafter referred to as HIS 66/80) was installed in Building 53 on the Denver Federal Center in Denver, Colorado and was accepted by the Government in March, 1978.

The initial Bureau-wide application, the Mining Claims Data Base System, required that a nationwide data communications network be designed, procured and installed. This network was comprised of components such as modems, multiplexors, circuits, intelligent CRT terminals, etc., and was operational late in 1978. Since that time the Bureau's terminal inventory has increased from approximately 50 to over 400. It should be pointed out that all of these terminals have been acquired on an as needed basis and not resulting from a planned multiyear fully competitive procurement. This document will fully support the large multiclass terminal procurement now underway in the Bureau. In addition, this document will satisfy the data communications study required by GSA as outlined in the Federal Property Management Regulations (FPMR) 101-35.2.

This document provides the technical characteristics and locations of all existing and planned host computer systems and all remote sites and types of data handling/processing equipment. Data traffic to and from each are presented by time phased work load description. This paper also describes BLM's current data communications configuration and lists modifications and additions proposed to satisfy BUDCOM work load requirements.

C. FEDSIM Study

In June 1982, BLM contracted with an agency of GSA, the Federal Computer Performance Evaluation and Simulation Center (FEDSIM), to perform a computer performance evaluation study of the Bureau's HIS 66/80 central site computer. In addition to performing the CPE study, FEDSIM was to provide hands-on experience for BLM employees in the actual gathering, reduction, and interpretation of the results. This hands-on experience was followed up by formal classroom training. One significant area not covered by the study was the Bureau's data comm network due to the national geographical scope. The FEDSIM study identified the need for a detailed study and additional management attention to the utilization of the Bureau's data communication network.

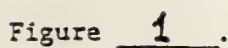
Since the data comm network is the vehicle that transports all data from all Bureau locations, to and from the host HIS 66/80 computer, the highest priority was assigned this project by D-200 management.

D. Geographical Organization

For organizational purposes, the Bureau has 12 State Offices and one Service Center. Each being named for the state in which its headquarters office is located. The 12 states and their abbreviations are: New Mexico (NM), Wyoming (WY), Idaho/BIFC (ID), Oregon (OR), Colorado (CO), Montana (MT), California (CA), Nevada (NV), Arizona (AZ), Alaska (AK), Utah (UT), Washington Office/Eastern States Office (AA), Denver Service Center (YA). A map of the data communications network is shown in Figure 1 on the next page.

Each state office is comprised of one to five district offices and from five to 15 area offices. The district and area offices within each state are listed in Table I-1.

The central office or national headquarters of the Bureau of Land Management is located in the Washington, D. C. area.



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Table I-1

District and Area Offices within Each State

Alaska

Anchorage DO
 Peninsula RA
 Glennallen RA
 McGrath RA

Fairbanks DO
 Arctic-Kobuk RA
 Fortymile RA
 Yukon RA

Naval Petroleum Reserve
 Fairbanks Fire Control STA

Arizona

Arizona Strip DO

Phoenix DO
 Kingman RA
 Lower Gila RA

Safford DO

Yuja DO
 Havasu RA
 St. George RA

California

Bakersfield DO
 Bishop RA
 Calienta RA
 Folsom RA
 Hollister RA

Redding DO
 Ishi RA

California Desert DO
 El Centro RA
 Barstow RA
 Indio RA
 Needles RA
 Ridgecrest RA

Susanville DO
 Cedarville RA
 Alturas RA

Ukiah DO
 Eureka RA
 North Coast RA

Colorado

Canon City DO
 Northeast RA
 San Luis RA
 Royal Gorge RA

Craig DO
 Kremmling RA
 White River RA
 Little Snake RA

Grand junction DO
 Glenwood Springs RA

Montrose DO

Uncompahgre Basin RA
 Gunnison Basin RA
 San Juan RA
 Montrose EIS Office

Idaho

Boise DO

Burley DO

Coeur d'Alene DO
 Cottonwood RA

Idaho Falls DO
 Soda Springs RA

Salmon DO

Shoshone DO

Boise Interagency Fire CenterMontana

Butte DO
 Dillon RA
 Garnet RA

Miles City DO
 South Dakota RA

Dickinson DO

Lewistown DO
 Phillips RA
 Billings RA
 Havre RA
 Valley RA

Nevada

Battle Mountain DO
Tonopah RA

Carson City DO

Elko DO

Ely DO

Las Vegas DO

Winnemucca DO

New Mexico

Albuquerque DO
Farmington RA
Taos RA
Oklahoma RA

Socorro DO

Las Cruces DO

Roswell DO
Carlsbad RA

Oregon

Baker DO

Burns DO

Coos Bay DO

Eugene DO

Lakeview DO

medford DO

Prineville DO

Roseburg DO

Salem DO Tillamook RA

Spokane DO

Vale DO

Utah

Salt Lake DO
Wasatch RA
Bonneville RA

Cedar City DO

Environmental Proj Staff
Dixie RA
Kanab RA
Escalante RA
Beaver River RA

Richfield DO

Environmental Proj Staff
Warm Springs RA
House Range RA
Henry Mountain RA
Sevier River RA

Moab DO

San Juan RA
Grand RA
Price River RA
San Rafael RA

Vernal DO

Diamond Mountain RA
Bookcliffs RA

Wyoming

Casper DO

Buffalo RA
Newcastle RA

Rawlins DO

Lander RA

Rock Springs DO

Kemmerer RA
Pinedale RA

Worland DO

Cody RA

WO/ESO

Duluth Field Office

Tuscaloosa Office

Denver Service Center

II. Data Communications Work Load

A. Background

The data communications work load began in 1978 with the Mining Claims Data Base System reflecting the massive effort required to design, procure and install the BUDCOM necessary to phase into the Honeywell 66/80. Through most of 1979, 1980 and 1981, on-line program development, training, file transfer and pilot tests of new applications were predominant. Commencing in 1979, new operational application systems and applications software packages such as SVIM, FM, Wild Horse and Burro, BASIC, REX, BMD, SPSS, etc., began to appear, resulting in an increased production work load placed upon the Honeywell system.

The time frame between 1982 and 1987 will be a period of rapid but controlled growth in BLM's data communication work load due to the expansion of the Bureau's responsibilities in the management of public lands and resources in areas as MBO, Oil and Gas Data Base System, Land Status Automation, field management of T&As, SF 50s, and others. BLM's estimate of this work load, contained in this report and tabulated by yearly intervals, reflects this anticipated growth. This tabulation includes technical characteristics of the host computer system and of the remote data terminals involved. Datacom traffic volumes to and from each location are summarized.

BUDCOM is based upon an analysis of present telecommunications traffic as well as the projected datacom traffic which reflects BLM's best estimates of its future work load requirements. Current traffic computations were developed

using hardware and software monitors with future requirements identified through system design data transmission requirements supplied by various organizations of the Bureau with the current traffic computations supplemented by Federal Computer Performance Evaluation and Simulation Center (FEDSIM) monitoring of the actual operations of the Bureau's front-end processor channels.

Concerning future work load, it should be noted that changes in legislation or policy directives could change the work load and make precise work load definition difficult.

B. Host Computer Systems

The BLM currently operates one main site or host computer system which will continue to be operational throughout FY 87. The location and technical description is summarized below.

Currently, massive administrative type applications and a few engineering applications are processed on BLM's HIS 66/80 in a time sharing, batch and data base TP environment.

The BLM's Denver Service Center host computer supplies all of the nationwide ADP support required by the BLM. The Service Center is located in Building 50 on the Denver Federal Center, Denver, Colorado.

The Honeywell system hardware includes two Model 66/80 processors, 102 4K 36-bit words of central memory, 11.3 billion characters of on-line disc storage, six 9-track 1600-bits per inch (bpi) tape drives, one 7-track 800 bpi tape drives and three DATANET 6600 front-end processors, each of which have 65,536 9-bit bytes of memory. This HIS 66/80 hardware is designed to be fail-soft. That is, the failure of any single hardware component will not halt the operation of the entire system. The operating system is Honeywell's General Comprehensive Operating Supervisor (GCOS) Level 66 along with General Remote Terminal Supervisor (GRTS II). Major hardware modifications to the HIS 66/80 system are anticipated to occur through FY-84 and are listed in Table II-1.

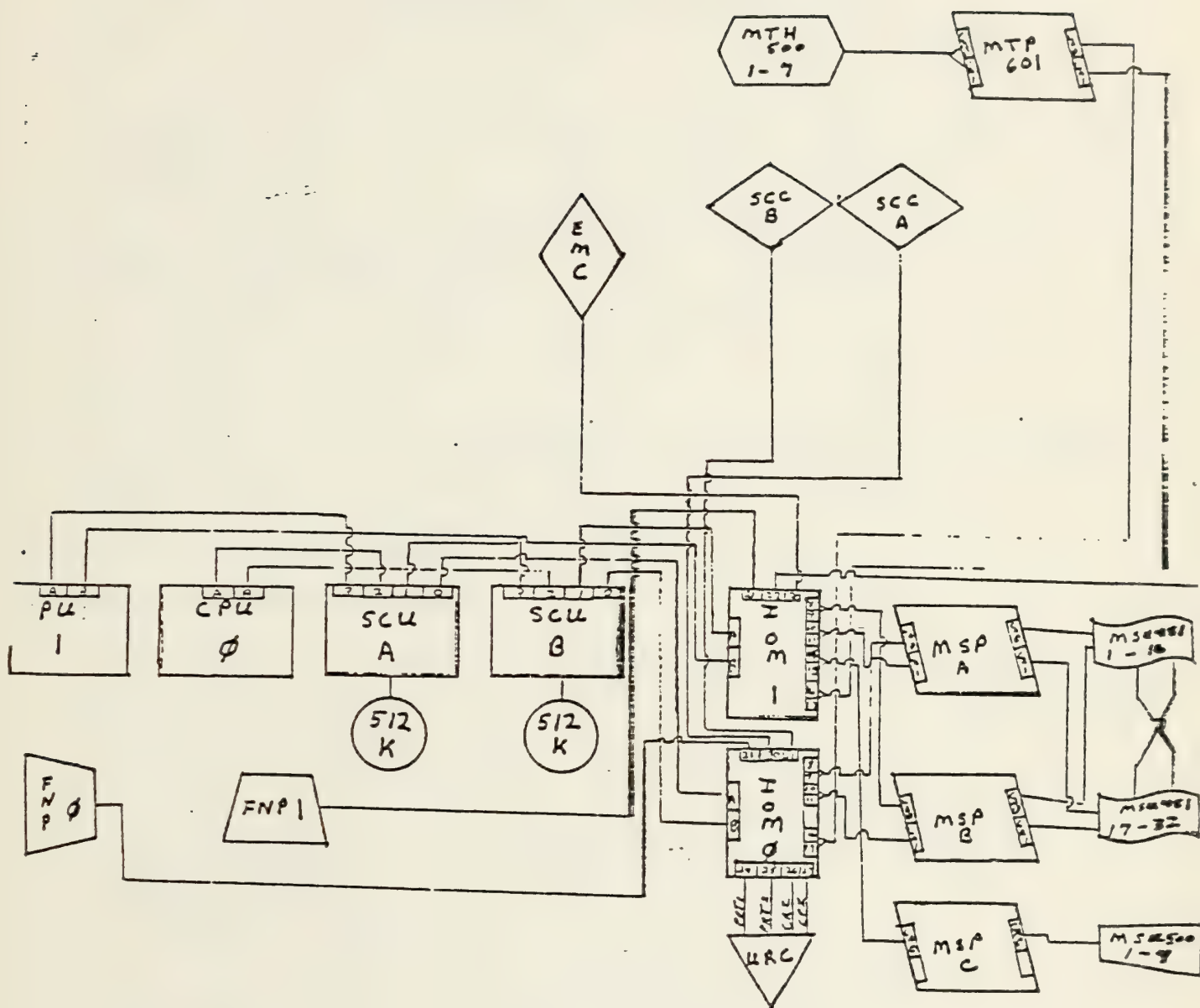


Figure 2.

Host HEC/80 computer
at DSC

Table II-1

HIS 66/80 Major Hardware Modifications

Description	Qty	1982	1983	1984	1985
DPS 870 Central Processing Unit	2		January		
- Functionality Upgrade					
DPS 870 CPU Standalone	1		January		
Datanet 8 Front-end Processor	2		January		
- Functionality Upgrade					
Datanet 8 Front-end Processor	1		January		
Mass Storage Processor	3			Jun (1)	Jun(2)
- Cluster of 4 Drives Each					
Magnetic Tape Unit	4			Jun	
- (9-Track - 6250 bpi)					

C. Remote Data Terminals

All data terminals to be used by the BLM through FY-87 fall into five categories or classes. For the purpose of this document, these five categories will be referred to as Class I, II, III, IV, and V respectively.

The Class I data terminals are interactive hardcopy devices. They transmit data over switched (i.e., dial-up) telephone circuits using asynchronous (i.e., start-stop) full or half duplex line control procedure.

Class II data terminals are also interactive hardcopy devices but operate at four times the speed of the Class I terminals. They transmit data over switched or leased circuits using asynchronous (i.e., start-stop) full or half duplex line control procedures.

Class III data terminals are interactive CRT devices. They transmit data over switched or leased circuits using asynchronous (i.e., start-stop) full or half duplex line control procedures. Also, this class of CRT device may transmit data in the synchronous, half duplex line control procedure with speeds up to 9600 BPS.

Class IV devices are capable of transmitting data in batch (noninteractive) mode. They are used for tape to tape and disk to disk transmission to accomplish massive bulk data transfer at speeds up to 9600 BPS. The Bureau's main complement of this type of equipment is the HIS Level-6 located at each

state office. The Level-6 is a general purpose minicomputer supporting such peripherals as card readers, line printers, tape drives and disk drives. The HIS Level-6's use a synchronous, half duplex line control procedure in a point to point mode.

Class V, Specialized Graphic Data Terminal, is for all intent and purposes a down-sized mini as in Class IV with very specific hardware and software configuration limitations required to digitize topographical information.

The HIS 66/80 host computer system will support the vast majority of all BLM data terminals.

The firm requirements known at this time dictate an expansion of the Bureau's terminal inventory by some 600 - 800 terminals. This number could conceivably change during the FY 83 to FY 87 period of time.

D. BLM State Office Data Communications Network

1. Initial Development.

The Bureau's Data Communications Network currently connects each state office, via a multiplexor and level-6 minicomputer operating at 9600 BPS, to the central HIS 66/80 computer at the DFC. This network was developed in a modular fashion to satisfy user requirements as they developed. Initially, only the state office had program interface requirements for processing data on the HIS 66/80. Each state office can be considered a hub or nodal point for the transmission of data from all of the district and area offices within the state. (See Figure 1 in section I D.)

2. Current Configuration.

Each state office's part of the network is comprised of various modems, high speed circuits, multiplexor, and a level-6. The only difference between nodes or state office systems or components will be the different number of 300 BPS and 1200 BPS ports configured in each multiplexor.

The Alaska State Office is the only exception in that their traffic is sent via satellite transmission rather than land lines used by the rest of the Bureau.

Some state offices are utilizing foreign exchange lines as well as microwave. Satellite and microwave transmissions will be explored in greater detail as a compliment or replacement to the current network in future studies.

Currently, there is not a back-up system in each state office that, in case of a component failure, would allow continued communications with the host HIS 66/80 computer nor to other HIS Level-6 minicomputers in the Bureau. In the near future the Honeywell Corporation will release an updated version of its Level-6 minicomputer communications software RNP-6, that will permit node to node communications. This translates into a scenario of a remote terminal operator in New Mexico being able to communicate with the host HIS 66/80 computer via any other state office communications node.

3. Projected Expansion

Table I-1, showing estimates of the total number of terminals *FY 1982 through FY 1987), is based on present and anticipated needs. Some of the additional workload and new requirements are discussed in Section IV. Among these programs are the Land Status Automation effort, the Management by Objective (MBO) program, and new requirements for the PAY/PERS program. Tables I-2 and I-3 are projections of anticipated traffic, based on the present utilization and expected future utilization of the terminal population. Appendix E does the same for the individual state offices.

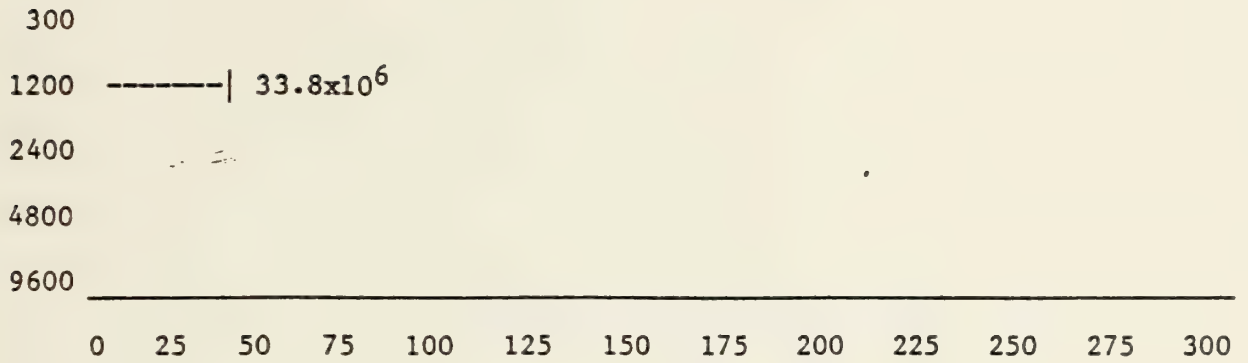
The tables in Appendix E show the projected expansion at each State Office as comprised of: (1) total terminals by State Office reflecting the terminal inventory of that class for each State Office, (2) the Base Average Figure for 1982 based on the number of characters transmitted per terminal per day per class from each State Office), and (3) the Multiple of Base Average is computed by multiplying the total number of terminals at each location times the Base Average for the location.

Total Number of Terminals, Bureau-Wide

	FY 82	FY 83	FY 84	FY 85	FY 86	FY 87
300						
1200	494	566	638	710	806	854
2400						
4800						
9600						

TABLE I-1

Base Average Figure as of 1982



Characters in Millions

Table I-2

Multiples of Base Average (Bureau-Wide)

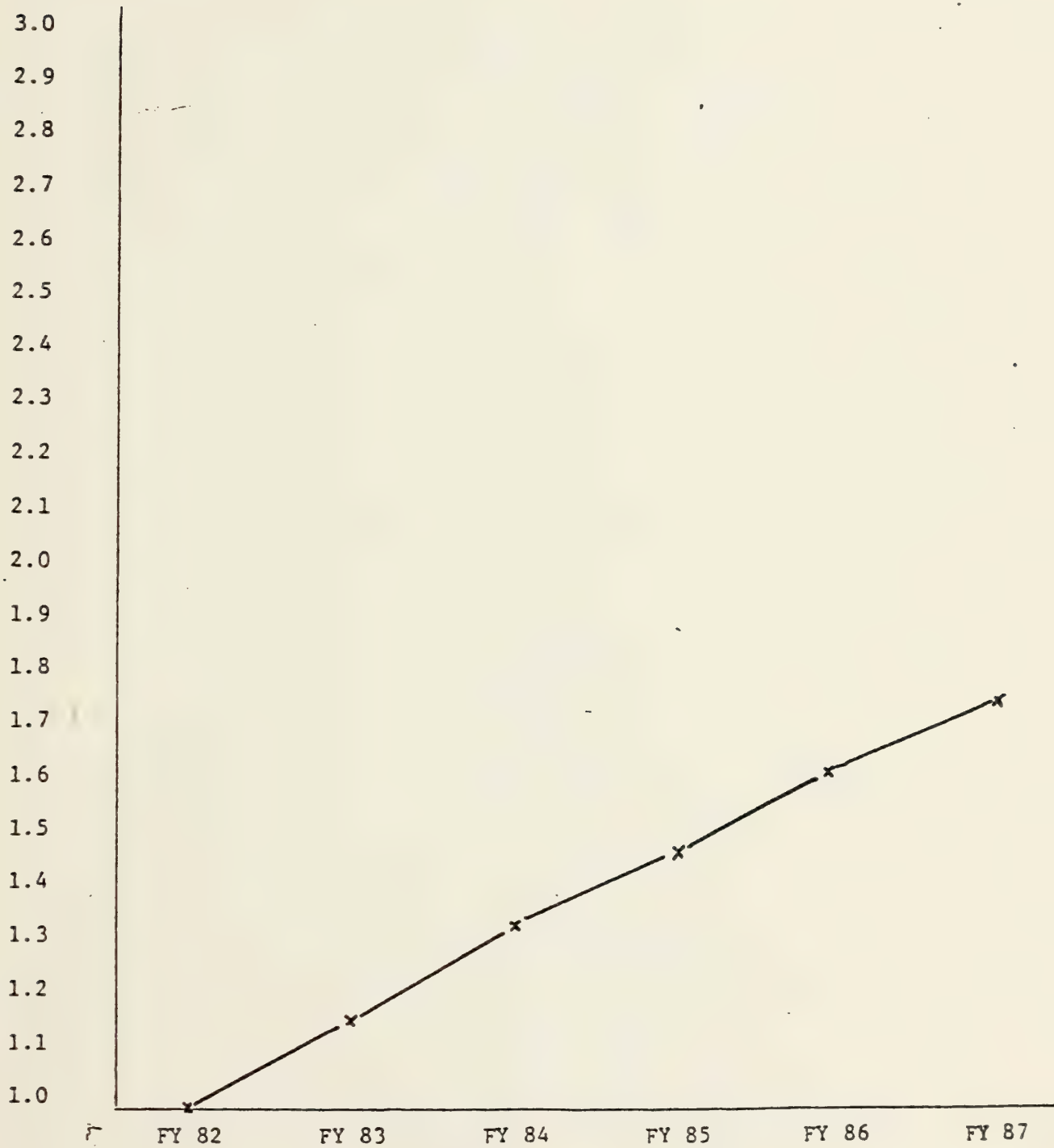


Table I-3

Based upon an analysis of terminal and traffic projections, the Office of Data Systems is planning modifications and expansions to the existing network to accommodate the total data communications requirements of BLM over the next 3-5 years.

E. Data Communications Traffic

1. Introduction

At a meeting held in Denver at DSC the 19th of January 1982 (with Washington Office as well as State Office representation), it was decided that DSC should carry out a Bureau-wide telecommunications study. One of the main tasks of such a study was to be the collection and analysis of telecommunications traffic information. The importance of obtaining such information for capacity planning, network optimization, as well as rational equipment leasing and procurement activities was stressed. A study of the traffic generated at DSC alone (and the utilization of DSC's data terminals) was completed on April 30, 1982. The present report summarizes this earlier work and includes the results of the estimates of ADP-network traffic from all the State Offices, as collected this past summer. On the basis of the traffic figures to be presented here, some recommendations are made (Section V). A remaining task, not yet addressed in this report, is possible network routing changes and optimization. At some later stage, it will also be necessary to obtain traffic and usage data on individual state-wide data networks to properly advise the states on cost-saving measures.

An updated strategic plan for ADP telecommunications (dated September 14, 1981) was distributed earlier. A copy of this document is included in Appendix D.

2. Results of the DSC Study

The thirty-page report completed in April this year contained an analysis of terminal usage and some recommendations. The average network traffic of the terminals monitored (characters transferred) was just under 4%. The distribution of traffic utilization is skewed to the right (few terminals with high utilization affect the average). Half of the terminal population at DSC receives, on average, less than 80,000 characters per working day.

Thus, half of the terminal population shows average traffic at 2.3% of capacity or less. Accordingly, it is obvious that many terminals are underutilized and could be shared among infrequent users.

The report concluded that shared terminals, shared printers, and especially the replacement of individual data-sets (attached to terminals) with a more cost effective interconnection method should be encouraged. It may be necessary to install fire-retardant cables or run cables in conduit. None of these suggestions have yet been carried out. Apparently, some changes may be forthcoming after space in Building is reallocated among the newly-formed administrative entities.

III. The BLM ADP-Network Usage Study

A. How The Data Was Obtained

One of the requirements of the Bureauwide study was for better estimates of the traffic on the BLM "backbone" network (the 9600 bps lines). For a number of reasons, obtaining traffic estimates was rather difficult.

There is no provision for software monitoring of the traffic on synchronous lines connected to the Honeywell 66/80 in Denver; only the "FTF-66" software package (file-to-file transfers between Level-6 and the host computer) has any character-count information, and even it is incomplete. Many other synchronous data transfers are possible and the information does not appear on the accounting tape. For the asynchronous lines, some accounting information is available and this was used as described in the following sections. However, we must stress that the vendor-supplied software is not suitable for the routine collection of traffic information; restart procedures and the saving of information from aborted tasks are areas of concern.

Data collection started the last week in May, 1982, and continued until 30 July 1982. There were many rather embarrassing equipment and procedural failures. In the period June 21 to July 7, there were only six days of valid data obtained, approximately 50% of the working days were lost to equipment failure. The total amount of valid traffic data is obviously less than we would have liked. However, the average as well as the peak traffic loads observed were all small. Allowing for an error of even a factor of two on the small numbers observed (3-4% line traffic would still lead to the inescapable conclusion that the lines are very much underutilized.

B. MCR Traffic

The Mining Claims Recordation (MCR) program, mandated by Congress, was the driving force behind BLM's setting up a communications network in 1978. The MCR program required that all mining claims, patented and

unpatented, be entered in a computerized data base by October 1979 and be maintained thereafter so that information on any of them could be obtained rapidly at state and district offices. During 1979, the main traffic tended to be data entry of claims, rather than of information. Since June 1982, a period for which good traffic data is available, an average of just over 5 million characters per day on the network can be attributed to this program alone. The largest users, in order, are Arizona, Nevada, and Idaho (See figure).

C. The 1200 bps Terminal Traffic

Those 1200 bps terminals in state and district offices not dedicated to the MCR program are used mainly for time-sharing. Approximately 8 1/2 million characters per day on the network (on the average) represent the load due to this class of service. Using data on terminal connect time (which is more extensive than the data on traffic), the largest users are New Mexico, California, and Idaho. The network traffic due to this class of service is approximately one or two percent of the line capacity during prime shift. More traffic could be easily accommodated, if additional (host) computer resources were available during prime shift.

The locations and number of lines monitored were: Oregon - 3, Utah - 5, Wyoming - 5, New Mexico - 8, Arizona - 8, California - 7, Nevada - 3, Idaho and BIFC - 6, Montana - 4, and Alaska - 5.

Monitoring was conducted on two locations at a time, beginning with Oregon and Utah, and progressing in the order listed above.

Through the use of DSC's Port Contention unit, the locations being monitored were routed to specific ports on the DSC H66/80 host communications front-end processors, numbers zero and two. Each location being monitored could connect only to ports unique to that location. Character counts were accumulated for those specific ports, and records were kept as to the location they represented.

D. Synchronous (HDLC) Lines

Except for Alaska, where half of the available 4800 bps line capacity is shared with other agencies, all state offices dedicate a full duplex 4800 bps synchronous line to their Level-6 minicomputer. Monitoring of these circuits presents some problems, since no software was available (on either the accounting or the diagnostic programs) to do so. A hardware monitoring scheme was implemented as described in Appendix B. A representative sample of states (California, Alaska, Montana, and Idaho) was monitored during June and July, 1982. The average number of characters transferred (per state) was just over 400,000 per day. This represents about 1 1/2% of the capacity of a 4800 bps line for an 8-hour shift. Adequate capacity exists to support many additional programs.

E. The 300 bps Lines and Other Services

It was necessary to estimate the traffic due to the Pay/Pers program (which uses our network, but does not go to the H66/80 computer) and that due to 300 bps time-shared terminals. A few additional uses of the network (the Management by Objectives (MBO) program, electronic mail, etc.) were considered small enough to be ignored.

The Bureau of Land Management's Pay/Pers traffic to and from the Bureau of Reclamation's Cyber computer system typically is about 75% as great as the traffic to and from the H66/80 for the Mining Claims Recordation (MCR) program. We analyzed the total Pay/Pers traffic for the one-month period from 15 October 1981 to 15 November 1981, using the billing information available from Reclamation. An average of 366K characters per working day was obtained.

Traffic due to the 300 bps (low-speed) terminals, which are used mainly for time-sharing, was estimated at 20% of the 1200 bps (high-speed) terminal traffic. The software monitoring scheme described in Appendix A did not permit trapping any information from the low-speed line adaptors.

F. Results of the Monitoring Effort and Data Analysis

As was stated in a previous report (Traffic Estimates for BLM's ADP-Network (31 March 1981)), the traffic on the BLM ADP-network remains very light. The total use, averaged over all lines, remains in the range of 3-4% during prime shift. The network could easily support additional users and more applications. As shown by a recent FEDSIM study, however, the capacity of the host computer in Denver to support additional work is dependent on major changes in operating procedures in order to shift load (largely DSC-generated) into the evening and night hours where much unused capacity remains. For other traffic, such as that to the Cyber computer in support of the Pay/Pers program, the limitations of our own machine do not apply and expansion of network usage is certainly feasible.

Having collected traffic information from the MCR, 1200 bps Asynch., Pay/Pers, and HDLC sources (and with reasonable assumptions about the rest) we can estimate average line utilization factors.

We start with the total average number of characters sent and received the Asynchronous portion of the network. Using the split-stream feature of the modems on our lines, this portion is sent at a rate of 4800 bps half of the 9600 bps circuit on all the high-speed lines (except for the one to Alaska).

A "conservative" estimate of the capacity of a 4800 bps high-speed line (utilizing statistical multiplexors) can be arrived at as follows:

First, we assume that under time sharing the utilization of a given 120-character-per-second (1200 bps) terminal will not exceed 40%. Next we estimate a factor of 1.3 improvement can be attained by the multiplexor from data compression alone. Following this, there is another factor of 2 1/2 attributable to statistical packing of frames. We arrive at the following result, which is that a 4800 bps line can support at least 12.8 (or, in round numbers, 13) 120-character-per-second terminals.

$$\frac{4800 \text{ bps}}{1200 \text{ bps}} \times 1.3 \times 2.5 = 12.8$$

Thirteen terminals, running 40% of the 120-character-per-second rate for eight hours means 18 million characters of traffic are generated.

Thirteen terminals, running 40% of the 120-character-per-second rate for eight hours means 18 million characters of traffic are generated.

Another estimate, less conservative, is to assume that the multiplexors transmit and receive information at an average of four bits per character and require 16% or 768 bits per second for housekeeping or "overhead."* Then, in an eight-hour day, approximately 28.8 million characters of traffic can be conveyed. This is the number we used to estimate the percentage of line utilization during prime-shift by different activities (mining claims, time-sharing, etc.).

The asynchronous traffic per state office line on an average day is estimated to be just over 1.7 million characters. Using the 28.8 million figure for 100% of capacity arrived at above, the utilization is only 6%. The other half of the line (another 4800 bps) dedicated to Level-6 traffic is used much less. The average traffic per day is estimated to be about 426,000 characters. We assume that HDLC is as efficient at utilizing the lines as the CODEX multiplexing scheme, so that 100% here would also represent 28.8 million characters in an 8-hour day. The synchronous traffic is, therefore, running at 1 1/2% of the capacity of its 4800 bps portion of the line, on average.

*The incidence of errors, if frequent, requires many frames to be re-transmitted and lowers the throughput.

We do not wish to suggest that any attempt be made to get even near 100% utilization out of a terminal. Elementary queueing theory predicts dire consequences when a large number of users load down a statistical multiplexer with uncommonly high traffic volume. That is why the conservative estimate of 18 million characters per day per 4,800 bps circuit should not be exceeded for planning purposes. We estimate that the asynchronous half of the BLM network, presently loaded (on average) at only about 6% of capacity, could easily run at 42% of capacity. This would mean we could handle seven times the present traffic, if computer capacity were available.

It is important to mention that a more efficient usage of the 9600 bps high-speed lines, if it were necessary to accommodate much higher traffic volume, would be to assign all line-bandwidth dynamically. Under such a scheme, all traffic would be sent through the statistical multiplexors (not just the asynchronous terminal traffic). We are presently utilizing only 3 to 4% of the 9600 bps line capacity during prime-shift.

We have analyzed the TSS, MCR, and PAY/PERS utilization of the communications facilities. The results are given in the table on the following page. For the 1200 bps lines used mainly for time sharing, it is important to remember that all these lines are subject to a contention ratio of at least 2:1. They interface with the host 66/80 computer through a CODEX switch, and, in addition, most of these lines out in the state offices have some additional contention on dial-up lines. As these numbers--on a rotary or as single lines--become busy, the users in the

[illegible]

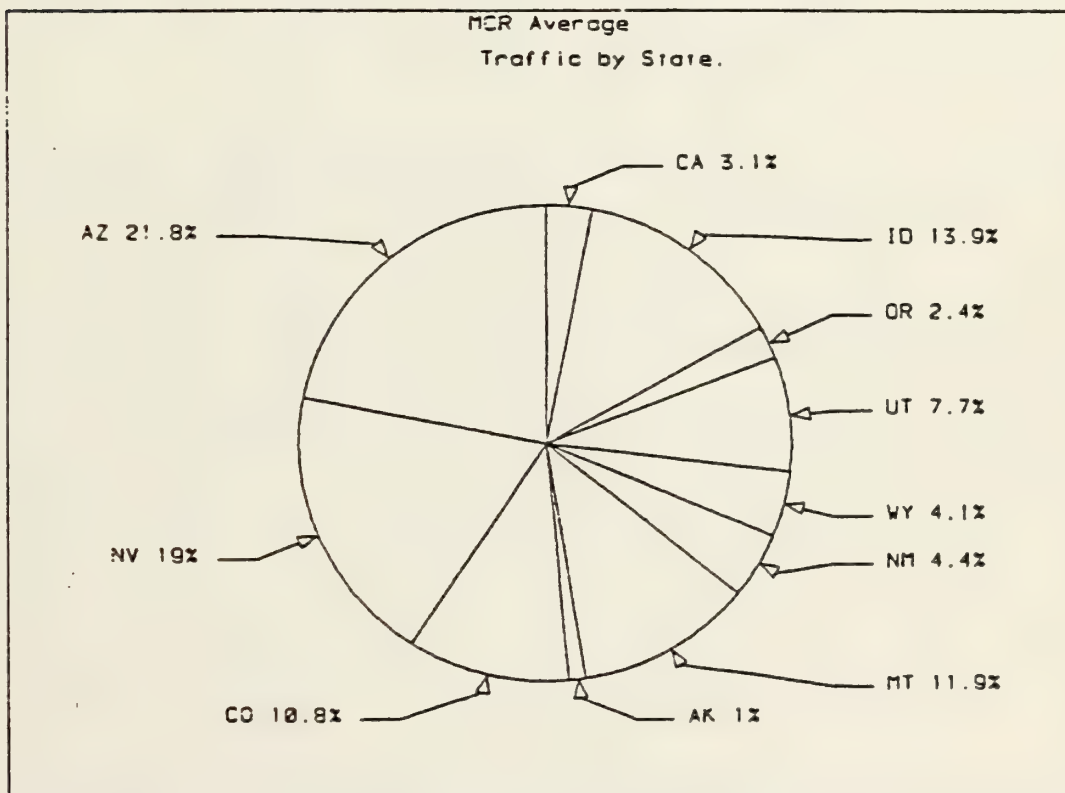
field contend for service and frequently must wait to be served. This is in contrast to the MCR lines which do not contend for available ports and which are never timed-out. The TSS lines exhibit, on the average, a 15% utilization of the available "connect time" in the actual transfer of data. The MCR lines are utilized only about 3% on the same basis. The PAY/PERS lines, mainly devoted to the automated typing-out of SF 50's, are using about 34% of their connect time in the actual transfer of data. On the other hand, the typical PAY/PERS line is only used about 42 minutes per day.

The Bureauwide average utilization of the BUDCOM as shown in Table ____ reflects sufficient growth potential to allow the Bureau to expand in excess of six times the anticipated needs through FY 87.

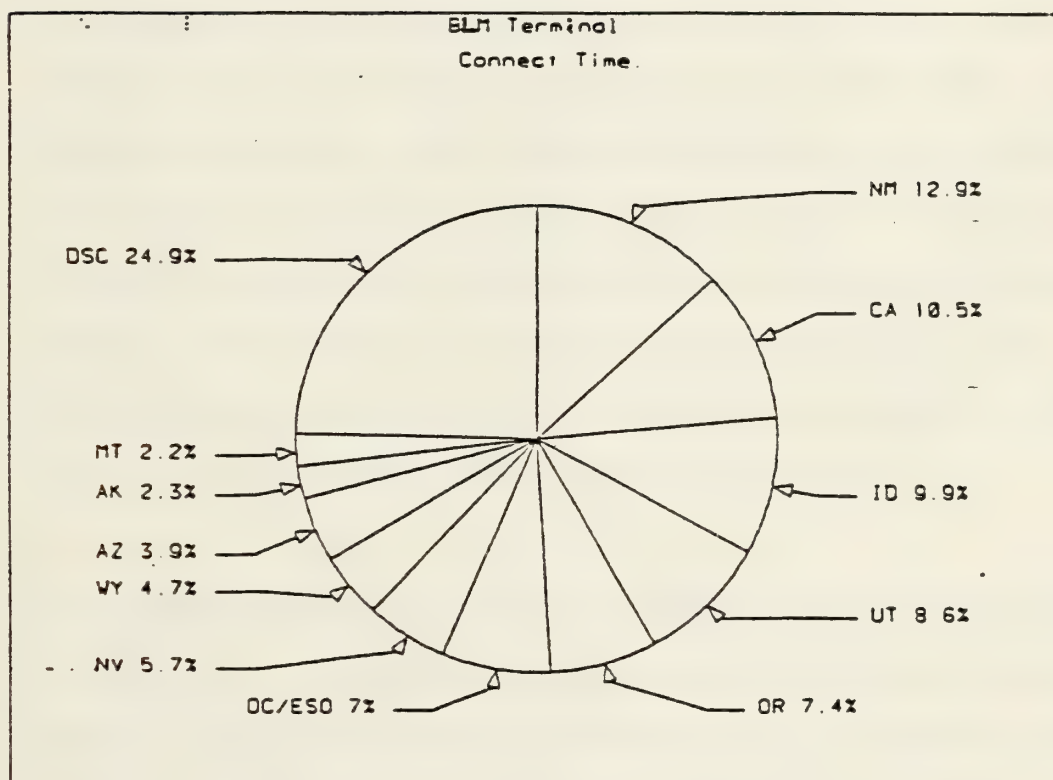
AVERAGE CONNECT TIME PER MONTH
(Data of April, May, and June, 1982)

<u>Place</u>	<u>Rank</u>	<u>Hours</u>
DSC	1	1900 (May/June data only)
NM	2	328
CA	3	266
ID	4	251
UT	5	218
OR	6	187
ESO	7	179
NV	8	145
WY	9	120
AZ	10	100
AK	11	58
MT	12	56

2. We examined the utilization of the MCR terminals in ten different states. The total number of characters sent and received by six MCR terminals in Arizona on an average day was 1.17 million. The average value for all ten states was 487,200 per day. The following chart shows the percentages of the total MCR traffic by state. The total number of MCR terminals in the field is 49. The average traffic per terminal per day was 108,300 characters. Terminals in Oregon and Wyoming showed significantly less than average use during the observing period.



3. One measure of the ADP-Network resource utilization is the number of hours of terminal connect time per month. The tables on the following two pages show how this is distributed. The accompanying pie-chart shows the percentages, with DSC using almost 25% of the total.



H. Terminal Cluster Controllers

In the recommendations for sharing terminals and printers at DSC, referred to as Option I in the 30 April 1982 report, no mention was made of the possible use of "terminal concentrators." We wish to outline a few of the key features of terminal concentration at this time. Various features of Honeywell VIP terminals have been examined by people at DSC, in particular the software support provided by the Data Entry Facility (DEF) on the Level-6. Also, the newer VIP terminals appear to have good editing features and some of these terminals can be used as word processor input stations. Forms modes with protected fields, screen transmit features, and other capabilities are desired by programmers, clerks, and supervisors as an aid to productivity improvement. Unfortunately, full-featured VIP terminals are expensive. As an example, the price of a VIP 7801 is now approximately \$3,275.

The question naturally arises as to whether existing CRT terminals can be attached to an intelligent terminal concentrator to make them behave like VIP's. It turns out that the VIP features can be emulated in software and the cost of emulation hardware can be spread over a number of units with a cluster controller. This is a much more cost-effective approach than going out and buying new terminals.

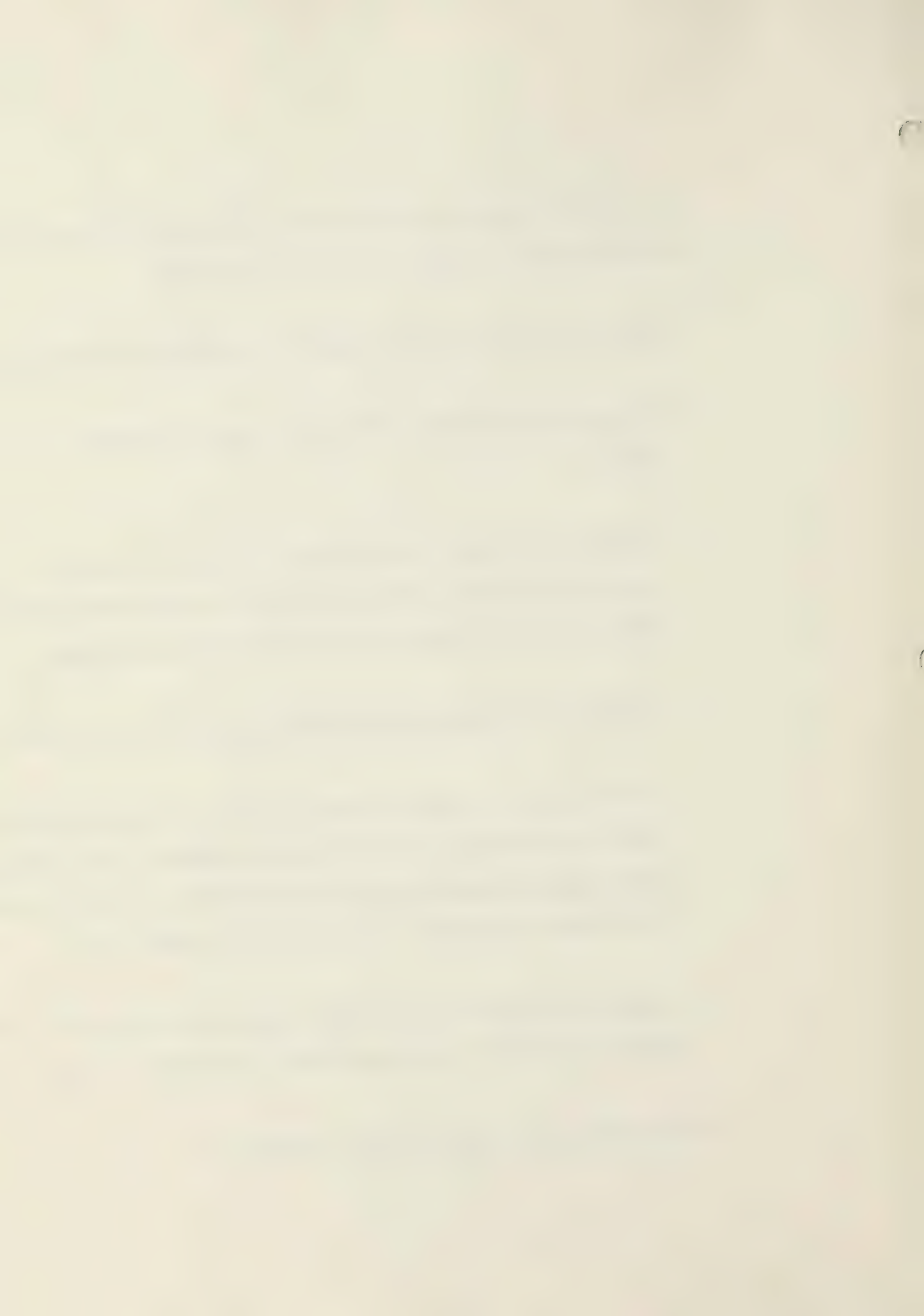
Another important benefit which is obtained is that all CRT terminals (of whatever manufacture) can be made to behave the same way. This greatly simplified the software programming and maintenance function for Bureau-wide applications. In effect the protocol conversion tasks are done by

the cluster terminal controller and all programs on the host or Level-6 computers assume a common, uniform user interface.

A cluster controller is quite capable of performing the following tasks:

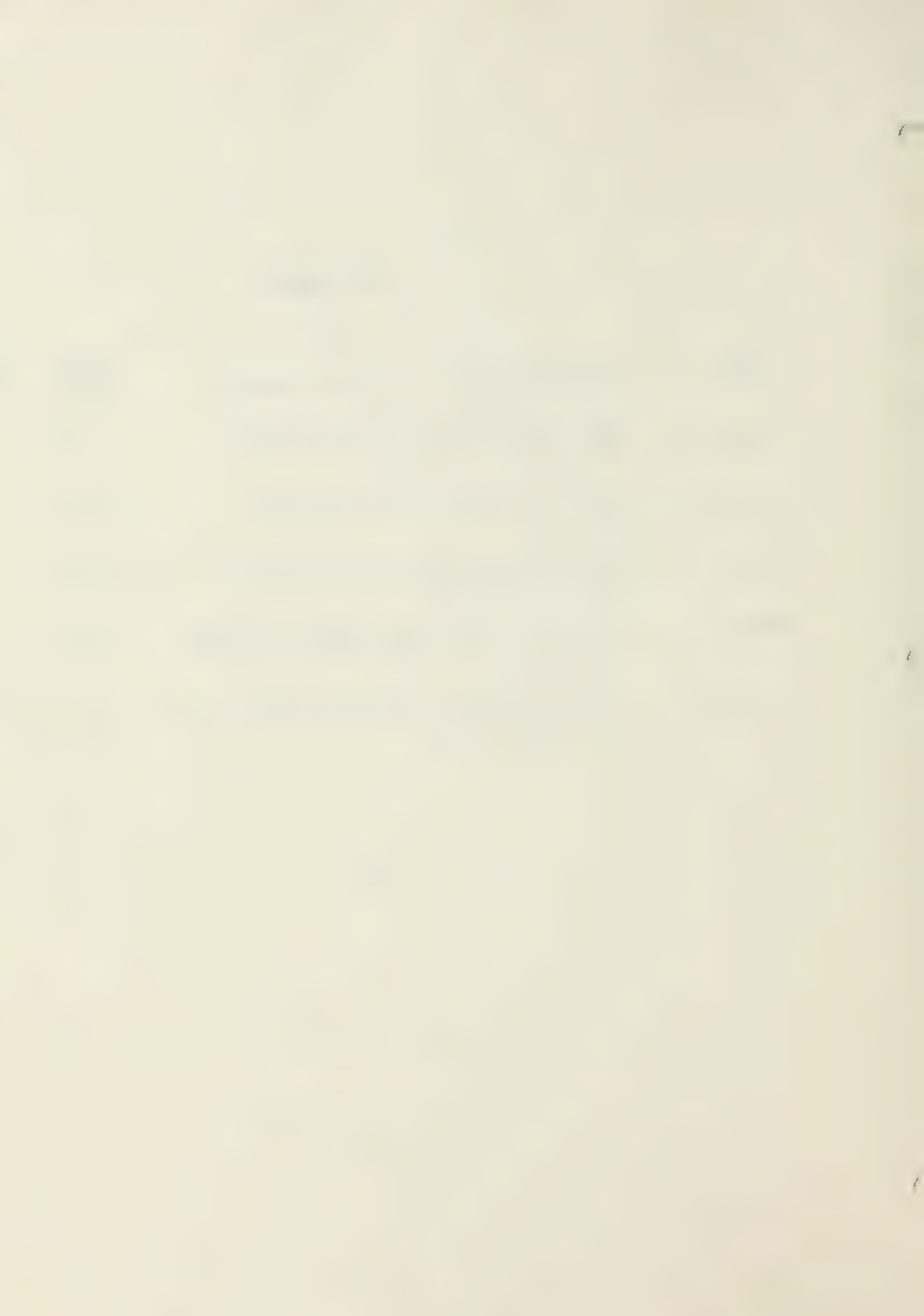
1. It can make any suitable CRT behave like a VIP terminal, as outlined above.
2. Information to and from a group of (8 or more) terminals is multiplexed onto one communications line and demultiplexed by the computer. This saves on communicaitions costs and hardware.
3. Printers can be (locally) shared among users at a given cluster.
4. To the extent that some additional resources are made available by the cluster controller to the individual terminals, local editing and local program storage/retrieval can be carried out. These functions are available even when the host computer is unavailable.
5. Communications costs can be further reduced by arranging for the cluster controller to send and receive information at off-peak times.

A cost summary table is given on the following page.



Cost Summary

		<u>Total</u>	<u>Cost Per Terminal</u>
Option I.	Eight VIP Terminals and Eight Commlines and FNP Ports.	\$30,200	\$ 3,775
Option II.	Eight existing OMRON's and one terminal concentrator and Comm.	6,550	819
Option III.	Eight VIP and one-half of One L-6/38 and Comm.	44,600	5,575
Option IV.	Eight existing OMRON's and one-half of L-6/38 and Comm.	18,400	2,300
Option V.	35 existing OMRON's, plus some L-6 hardware and Comm. (Uses existing L-6 in key entry room)	29,100	831
Option VI.	50 existing OMRON's, as above in Option V, with more hardware	57,000	1,140



In order to reduce costs at DSC (by demultiplexing terminal traffic using software rather than with hardware) we recommend that approximately 35 CRT terminals be initially served by the Level-6 as a cluster controller. Some testing will be carried out during FY 83 to investigate the potential benefits and any possible unforeseen disadvantages. We wish to stress the point that substantial savings are possible both in avoiding new terminal purchase costs and in avoiding the necessity of providing any additional front-end ports on the host computer. Through the enlightened use of terminal concentrators we would probably be able to decrease the DSC terminal connect time from 24.9% to perhaps as little as 3% of the total. This would free-up a large number of front-end processor parts.

IV. Expected Increases in Traffic

Two major programs at BLM are likely to add significantly to the traffic on the ADP-network. These programs are: 1) the time-and-attendance addition to the Pay/Pers system, and 2) the Land Status Automation (LSA) program. We have examined statistics on the total number of keystrokes (both write and verify) required per pay period at BLM by the key-entry section (and contractors) to produce the payroll data files. A peak value of 4,123,199 keystrokes was observed for pay period 15 in 1981. The average value observed is approximately three-million keystrokes per pay period. If we assume that a three-million character load is added to the BLM network on a single day, the utilization would go up from 3-4% to approximately 14%. This would not tax the present communications facilities in any significant way, although more terminals and more computer capacity would obviously be required.

The Bureau's Land Status Automation program is likely to increase traffic on the ADP-network, but its impact is more difficult to quantify than is that of the Pay/Pers system. Land status typically involves five subdivisions at the State Office level. These are: Records, Dockets, Adjudication, Accounting, and Title Records. In most cases some subdivisions (such as Adjudication) are separated further into one group responsible for lands and another one for minerals. Accordingly, we may expect to see 4-5 additional CRT-type terminals in each State Office dedicated to the Land Status Automation program as early as next year. Present plans are for BLM to allocate funds of some \$41 million over an eight-year period to accomplish the task.

V. Recommendations

- A. A complete survey of the field of modem manufacturers and vendors has not yet been carried out. We propose to publish the BLM requirements in the Commerce Business Daily sometime next year as part of an effort to re-compete or change the leasing arrangement for the present telecommunications network. In advance of this effort, some preliminary estimates of possible savings are presented below.

The yearly cost to BLM of leasing thirteen pairs of Bell 209A modems (9600 bps, private-line) --connecting each state office mode to the next computer-- comes to \$112,320. This includes maintenance. It is possible to lease-purchase (over a 36-month period) equivalent modems at a cost of \$32,947 per year, not including maintenance or installation. We refer to this as Option 1 in the summary. After three years, there would be no further charges for these modems other than maintenance.

As Option 2, we could consider the cost advantage of some more modem equipment over that of the present system. Thirteen modem pairs at a monthly rental of \$5,460 would cost \$64,620 per year. There would be a non-recurring charge of \$3,900 for installation. After the first year's total of \$68,520, the yearly cost would be \$64,620 assuming no rate increases.

Option 3 is yet another possibility from a manufacturer of data-communications equipment for similar 9600 bps modems at \$30,576 per year. Total installation charges would be \$1,300 (non-recurring). The lease period is 60 months (revocable at the Government's option).

For Option 4, we could specify 4800 bps rather than 9600 bps modems (with approximately the terms listed under Option 3). Since the traffic on the

present network is still very light, this would appear to be a viable alternative for the foreseeable future. For thirteen pairs of modems at this speed, the yearly lease costs would be approximately \$43,000. Total installation charges (non-recurring) would be \$650. This should be compared with Option 3, except that the equipment is more capable of running diagnostics remotely.

It is expected that some additional options will be available to the Bureau once a formal Request For Proposal (RFP) is issued. Because of the magnitude of the procurement action required to upgrade the BLM's ADP network, we have not initiated this work in advance of the traffic study.

TABLE

	<u>Savings (per year)</u>	<u>Additional Costs</u>
Option 1	\$ 79,373 (1st 3 yrs.) 112,320 (afterwards)	(Split-stream feature absent) No installation, maintenance, or trouble-shooting.
Option 2	43,800 (1st year) 47,700 (after 1st yr.)	Including installation and maintenance.
Option 3	80,444 (1st year) 81,744 (next 4 years)	Including installation. Does not include maintenance or trouble-shooting.
Option 4	68,614 (1st year) 69,264 (next 4 years)	Including installation. Not including maintenance. No trouble-shooting.

As mentioned above, the Mining Claims Recordation (MCR) program provided the funding and rearranged the ADP priorities so that BLM went from a batch-oriented to a transaction-processing and time-sharing system. This required the implementation of a sizeable data-network. We find that there remain some inefficiencies in the allocation and use of ADP resources because of the way in which MCR was implemented. Mining claims terminals are direct-access, transaction-processing work stations. Unlike the Bureau's time-sharing terminals, the mining claims are not subject to time-out when characters are not being sent or received--the mining claims terminals are always on-line whether they are being used or not. Mining claims programs on the host computer operate under a different set of rules for resource allocation than do the time-sharing programs: they automatically get a higher priority than that granted to the time-sharing programs. Whenever a "screen transmit" is initiated by a mining claims terminal operator, 1,920 characters (twenty-four lines of 80 characters each) are invariably sent out over the communications line. No compression or elimination of blanks or other characters is carried out prior to the transmission of the 1,920 character burst. The FEDSIM study of 1981 pointed out that such procedures can easily lead to serious problems (buffer overrun in the front-end processors, among other things). At the time of the FEDSIM study, the average number of dedicated mining claims lines was 23 and the peak number observed was 29. Not counting the dedicated lines at DSC, there are presently 49 mining claims terminals connected to the ADP-network.

One other interesting statistic to come out of the FEDSIM study was the total number of characters sent and received by the Time-sharing Subsystem on an average day. This number was 41.3 million for the period 14-18 December 1981 (Table IV-21 of the FEDSIM report). For July 1982, we observed that



approximately 47.7 million characters per day could be attributed to time sharing. The sixteen percent increase is probably due to the fact that December is normally a period of particularly low usage.

The current mining claims recordation terminal inventory consists of 39 OMRON CRT's, all of which are on dedicated ports on the HIS 66/80. In addition, MCR has ten hard copy printers to print serial register pages for the public.

Our recommendations are as follows:

We are recommending that each state office retain one MCR terminal totally dedicated to that function.

The remaining 29 MCR terminals throughout the Bureau should operate as normal (nondedicated) TSS terminals.

This would make 29 ports available (for general use) on the host HIS 66/80 computer system.

Coupled with the earlier recommendation for relocating and re-allocating programmer/analyst terminals at the DSC (D-200), the combined total of additional ports available to the state offices on a Bureauwide basis would be approximately 90 ports for state office use.



B. MCR terminals

- A. Leave 1 hardwired dedicated MCR CRT at each state office with accompanying hardcoy printer totally 20 ports dedicated to Mining Claims.
- B. Reconfigure the remaining 29 terminals to normal nondidicated service which would then give each S.O. approximately 3 additional terminals to redirect to other programs thus perhaps avoiding having to procure additional equipment.

C. Concentration of terminals at DSC

Recommendations:

Option V to concentrate 35 owned terminals using our own Level-6.

<u>Cost Savings</u>	<u>OTC Costs to Concentrate</u>
35 modems	L-6 enhancements
<u>\$ 125 month</u>	\$29,100
\$ 4,375 month	
<u>12 month</u>	
\$52,500	

Appendix A.

Software Monitoring of High Speed Line Adapters (HSLA's).

Honeywell's Remote Terminal Supervisor (GRTS-II) is the software system used to control data communications on our system. It runs in the Datanet Front-End Network Processors (FNP's) and interfaces with the General Comprehensive Operating Supervisor (GCOS) in the host system. Within GRTS-II is a Front-End Control Facility (FCF) module which provides for statistical data collection capabilities. The FCF module, when activated, accumulates various terminal activity statistics which are periodically transferred to the host system accounting tape. These numbers are then available for report generation and network traffic analysis.

For the purpose of the report, individual line statistics were of particular interest. Principally, these were the input and output message and character counts, and the number of lateral parity errors. By monitoring specific lines, this information was collected for each state office and the Denver Service Center. A ten-week period was devoted to collecting this information.

During this observation period, each state office 1200 bps dial-up line was to be monitored for a 1-2 week period, and each Mining Claims line for a 2-3 week period. This goal was not fully achieved; however, each state office except Washington, D.C. was monitored and a sufficient amount of information was collected.

The statistics collection process consisted of: (1) Configuring the FCF module into the GRTS-II system; (2) Activating the specific lines to be monitored in the GRTS-II line configuration deck; and (3) Enabling the FCF module at a master control terminal. The line configuration deck was modified several times to capture all the Mining Claims lines. The dial-up lines were selected by the Port

Contention Unit; this eliminated the need for any additional modification of the line configuration deck. The Operations Staff enabled the FCF module on a daily basis, or whenever a system component failed (i.e., the FNP or Host Processor went down).

The statistical information was written on the accounting tape every 30 seconds which resulted in massive amounts of raw information being stored. Two FORTRAN programs were developed to reduce this information.

The first program was used to read the accounting tape, produce two output files, and print a summary report of line activity. Output file no. 1 usually contained a summation of character and message counts per line for all lines monitored. Output file no. 2 (under normal conditions) consisted of a summation of character and message counts per line at one hour intervals for all the lines monitored.

The second program was used to read file no. 2 and correlate each line with a state name to produce a histogram of hourly line activity for each state office.

Appendix B.

The Monitoring of High-Level Data-Link Control (HDLC) Synchronous Lines.

A Hewlett-Packard 1640B "Serial Data Analyzer" was leased in order to properly monitor the traffic on the synchronous lines going to Front-End Network Processor No. 2 (FNP2) on the Honeywell 66/80. The 1640B was controlled, by the Bureau-owned Tektronix 4052 terminal, so that the operation of gathering traffic data and logging this information on magnetic tape was completely automatic once a line had been selected manually by the operator. The 1640B had the capability of interrupting the monitoring function whenever idle characters were detected in the traffic stream, and this feature considerably simplified the data analysis task. We were forced to use a hardware monitor because no software was available to collect such information on the mainframe.

After physically connecting the (passive) monitor to the data line, the terminal controller carried out the following repetitive steps:

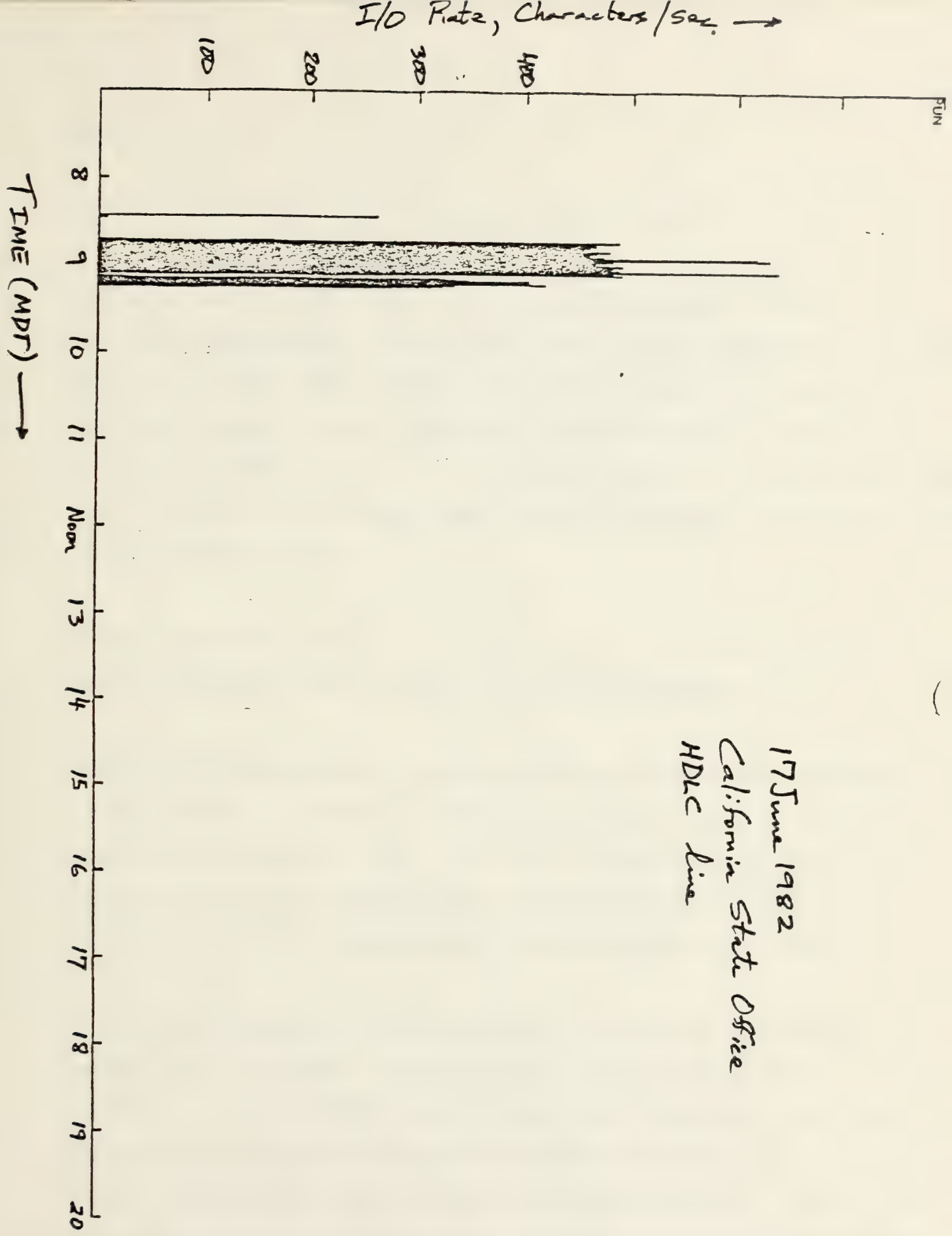
1. Initialize the data logging function by finding a suitable (cassette) file for the data.
2. Instruct the 1640B to send a service request to the terminal whenever the 1640B has filled its own buffer with traffic data.
3. Start the data acquisition phase (turn on 1640B).
4. Wait for interrupt (service request).

5. Obtain a number (count) from the 1640B which is the number of frames of traffic data in the buffer.
6. Acquire from the internal clock, the date and time of the interrupt.
7. Write all this information on the cassette file.
8. Clear the 1640B's buffer and restart acquisition of traffic data.
9. Go back to step 4 above.

Given a cassette data file containing time-of-day and frame count data, it is a relatively straightforward task to obtain valid estimates of the number of characters sent over the line which was monitored. Data analysis involves calculating the number of characters sent and received over the synchronous line, after subtracting out the "overhead" of the Honeywell HLDC format. When lines are idle, the handshake involves 12 characters (six in each direction).

It is very easy to tell when lines are being used to transfer data: the frames get much longer than six characters. Typically, some 128 characters or more are then sent (a full frame) and an acknowledgement (six characters) is sent back. The number of characters of information sent over the line goes suddenly from near-zero to about 400 per second (see figure).

17 June 1982
California State Office
HDLc line



Appendix C.

The Port Contention Unit (PABX) at the Denver Service Center.

The PABX we use is a CODEX 7800. It has user ports that connect to the multiplexors handling data terminal traffic from ten states, Washington, D.C., ESO, BIFC, and the Denver Service Center. Output or destination ports connect to the three communications front-end processors. The PABX is software oriented. The user ports are addressed from 0 - 191, and the destination ports are addressed from 0 - 127. DSC Data Communications Center personnel have assigned user ports to each state in contiguous groups.

Choice of front-end processors is provided to users by way of a menu which is received by the user terminal as soon as dial-up is accomplished.

User ports can be given unique parameters when the configuration is programmed in (or when modified). Likewise, the same unique parameters can be configured in selected destination ports. When a user keys a selection from the menu received, the PABX searches for and connects only to a destination port having the same parameters. This affords the opportunity to accomplish precise routing.

The PABX has a special port to which a printer, CRT, or other device can be attached. This is designed to provide a continuous record of connects, disconnects, and other notable actions as they occur. This gives a "date-time stamp," action identified, and the user and destination ports involved. DSC uses a CRT and a TECHTRAN 9512 Floppy Disk unit to store the information. The disk unit allows accumulation of information for later loading into the Honeywell 66/80 for processing.

Through the use of a COBOL program, the collected data is screened and only connect and disconnect information for the hours of 6:00 a.m. to midnight is appended to a monthly file, on a daily basis. Other COBOL programs summarize the data to print total connect time, in hours and tenths, for each work day (and total for the month) and for each user port/line, in a spread-sheet format. A further summary spread-sheet provides state/office only totals. Further, in each of the above, listings are provided for various categories of destinations, i.e., Front-End Processor 1, Front-End Processor 2, etc.

Appendix D.

STRATEGIC PLAN UPDATE:

Recommendations on ADP Telecommunications

Although it is certainly difficult to plan for any changes in times of severe budgetary restrictions, some general guidelines should nevertheless be followed. Emphasis should be placed on improving ADP telecommunications service down to the district and resource area levels. Computer terminals are becoming as important and as indispensable as telephones. In many cases, the more widespread and enlightened use of terminals and computer facilities can lead to higher productivity and much greater efficiencies -- so much so that the over-all telephone usage can actually decrease (with attendant savings in over-all costs). As the cost of Foreign Exchange (FX) lines and Wide Area Telephone Service (WATS) continues to escalate, it becomes advantageous for BLM to make more use of the Government radio bands. Wherever BLM now operates radio networks, it makes excellent sense to expand this service and to provide for digital as well as voice traffic. Expansion of the radio and microwave communications "plant" should be encouraged. With some modernization, the trunking of calls, automatic

storing and forwarding of messages, and many other features leading to more efficient use of the radio bands can be included. It also becomes possible and very desirable to assign priorities to different classes of service, in order to insure that certain essential messages (for example, those dealing with flight safety or fire management) always displace traffic of less importance.

In planning for telecommunications for the 1988 period and beyond, we must appreciate the fact that the cost of providing terrestrial circuits continues to go up while the cost of satellite communications service is dropping markedly. The technology for substantially reducing the costs of intrastate and interstate telecommunications exists now and BLM should actively pursue a policy of ADP network modernization to reduce its leased-line costs.

Another obvious trend which bears watching is the availability (at much reduced prices) of local storage and processing power for individual data terminals ("smart" CRT's). Microprocessor and semi-conductor memory costs are coming down far more rapidly than are the costs for telecommunications equipment. Accordingly, any otherwise large investment in network capacity can be slowed as local data



5 editing and local data manipulation is encouraged. Intelligent terminals can also send and request data at off-peak hours, and offices can save money by routinely exchanging more machine-readable data through the mails.

As budgets tighten, it becomes more important to facilitate the sharing of all computer resources. The ADP telecommunications team has made progress in the area of port-sharing and line-contention. Much remains to be done. As there should be no dedicated terminal equipment (except for the odd computer console or system "master"), so likewise there should be no uniquely dedicated lines or circuits.

367 The key to holding down costs is shared equipment. Management should encourage the accessibility of underutilized equipment through the ADP network. For instance, some general timesharing could be supported on the Data General Eclipse Computers.

ALASKA STATE OFFICE

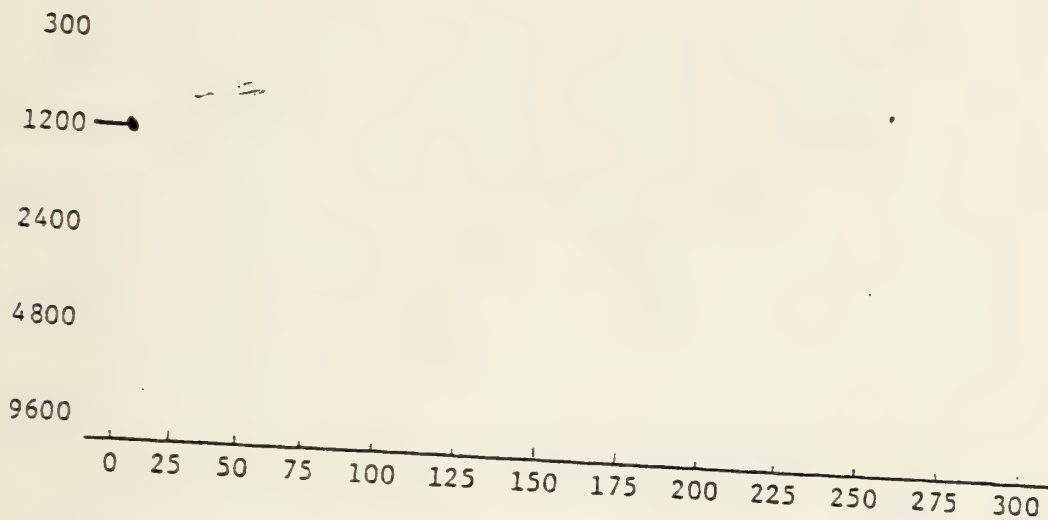
Total Terminals by Location

<u>CLASS</u>	<u>FY 82</u>	<u>FY 83</u>	<u>FY 84</u>	<u>FY 85</u>	<u>FY 86</u>	<u>FY 87</u>
300						
1200	19	25	31	37	45	49
2400						
4800						
9600						

Table I-1

Base Average Figure as of 1982

Character
To Host Per Day Per Class



Characters in Thousands sent to Host

Table I-2

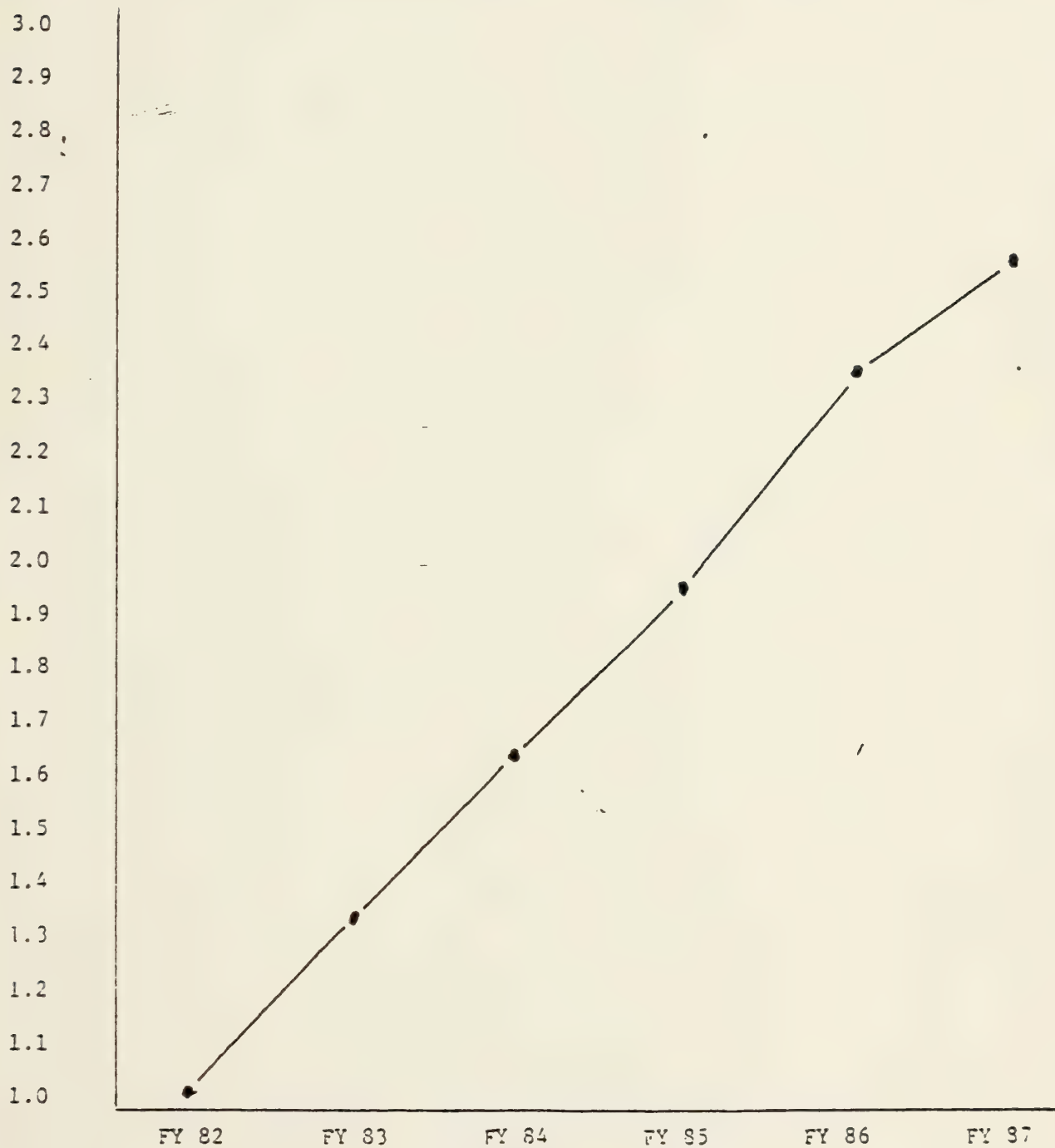
Multiples of Base Average

Table I-3

ARIZONA STATE OFFICE

Total Terminals by Location

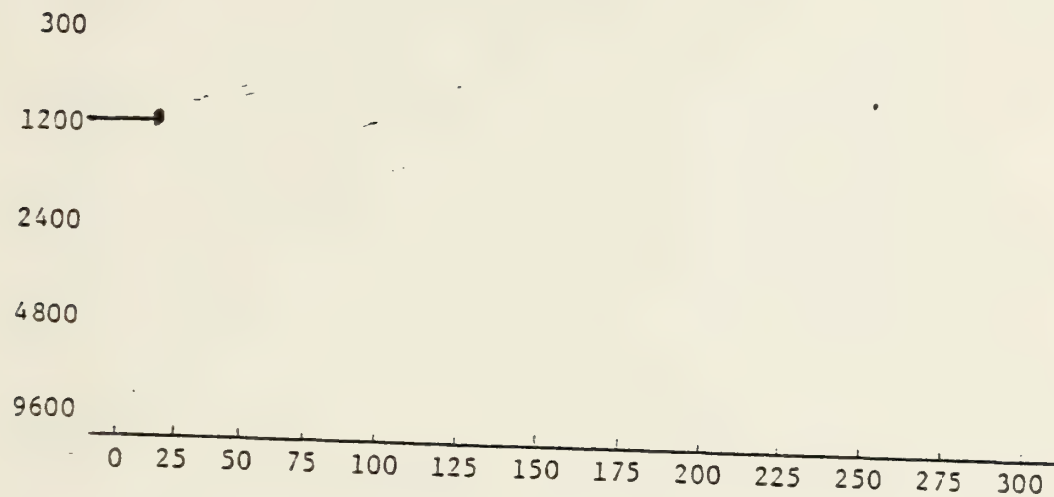
<u>CLASS</u>	<u>FY 82</u>	<u>FY 83</u>	<u>FY 84</u>	<u>FY 85</u>	<u>FY 86</u>	<u>FY 87</u>
300						
1200	24	30	36	42	50	54
2400						
4800						
9600						

Table I-4

APPENDIX E

Base Average Figure as of 1982

Character
To Host Per Day Per Class



Characters in Thousands sent to Host

Table I-5

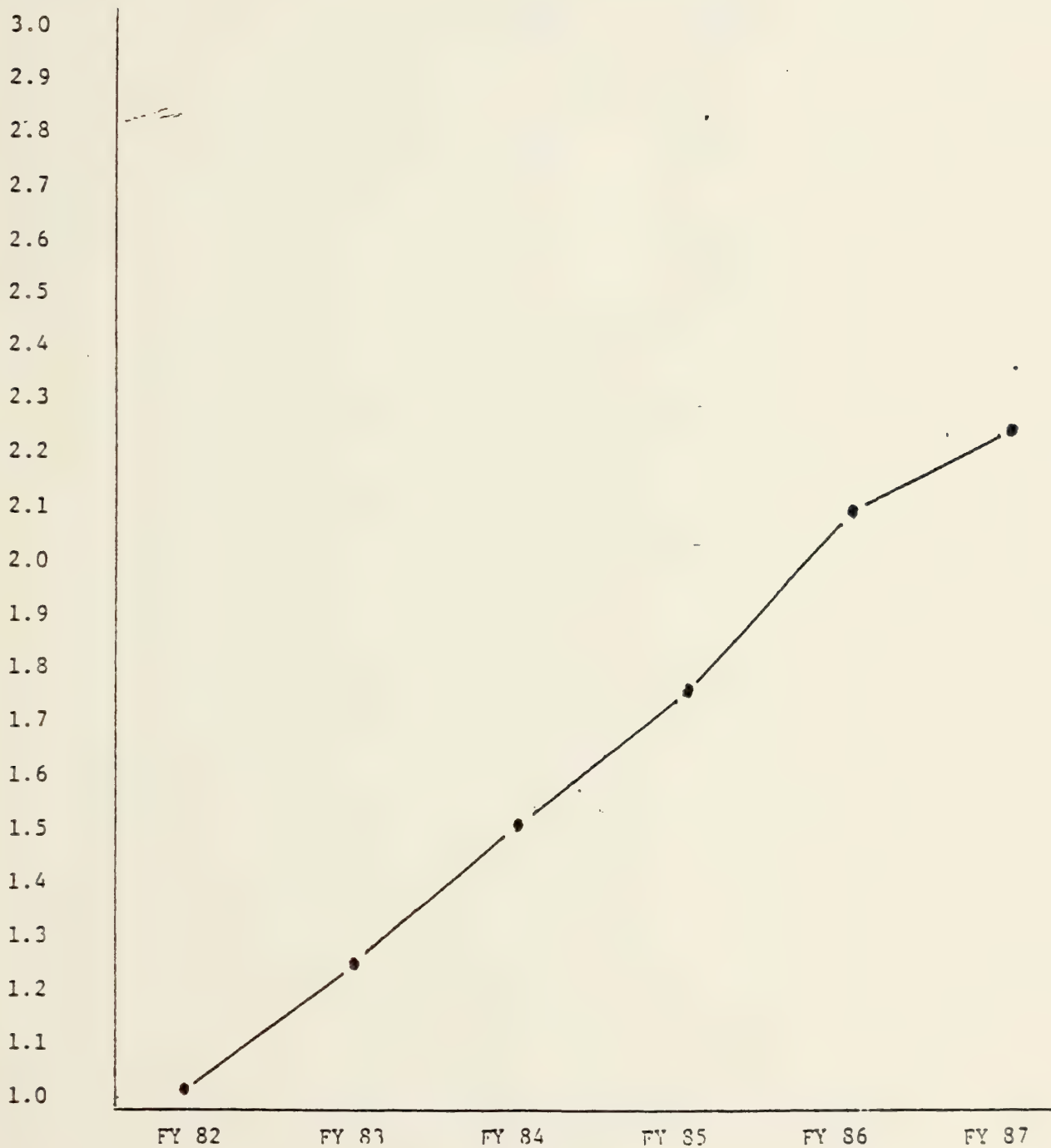
Multiples of Base Average

Table I-6

CALIFORNIA STATE OFFICE

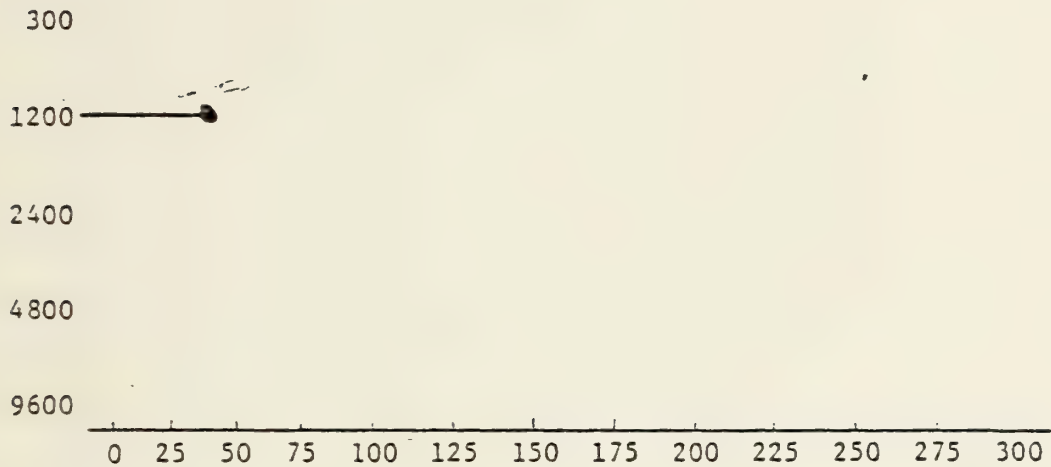
Total Terminals by Location

<u>CLASS</u>	<u>FY 82</u>	<u>FY 83</u>	<u>FY 84</u>	<u>FY 85</u>	<u>FY 86</u>	<u>FY 87</u>
300						
1200	19	25	31	37.	45	49
2400						
4800						
9600						

Table I-7

Base Average Figure as of 1982

Character
To Host Per Day Per Class



Characters in Thousands sent to Host

Table I-8

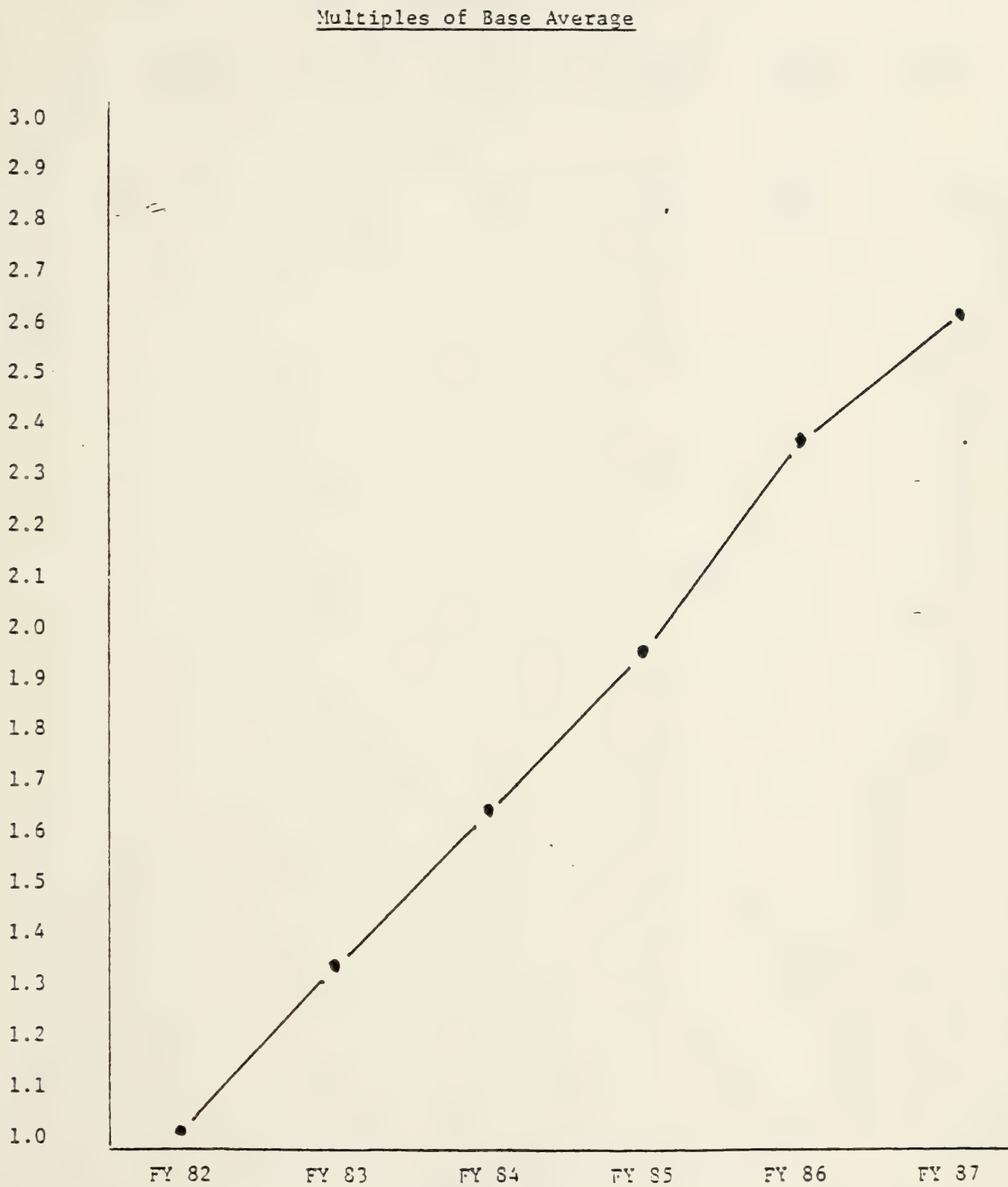


Table I-9

COLORADO STATE OFFICE

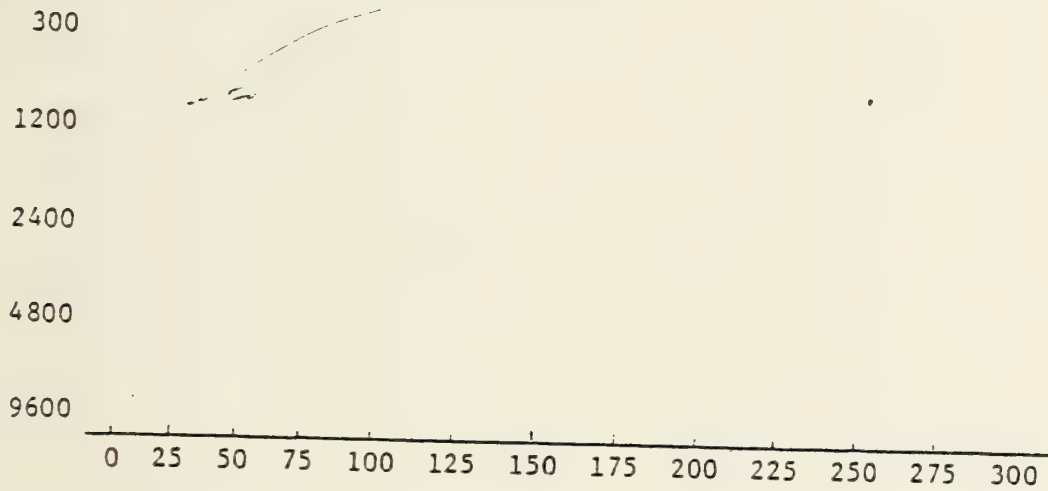
Total Terminals by Location

	<u>FY 82</u>	<u>FY 83</u>	<u>FY 84</u>	<u>FY 85</u>	<u>FY 86</u>	<u>FY 87</u>
300						
1200	38	44	50	56	64	68
2400						
4800						
9600						

Table I-10

Base Average Figure as of 1982

Character
To Host Per Day Per Class



Characters in Thousands sent to Host

Table I-11

Multiples of Base Average

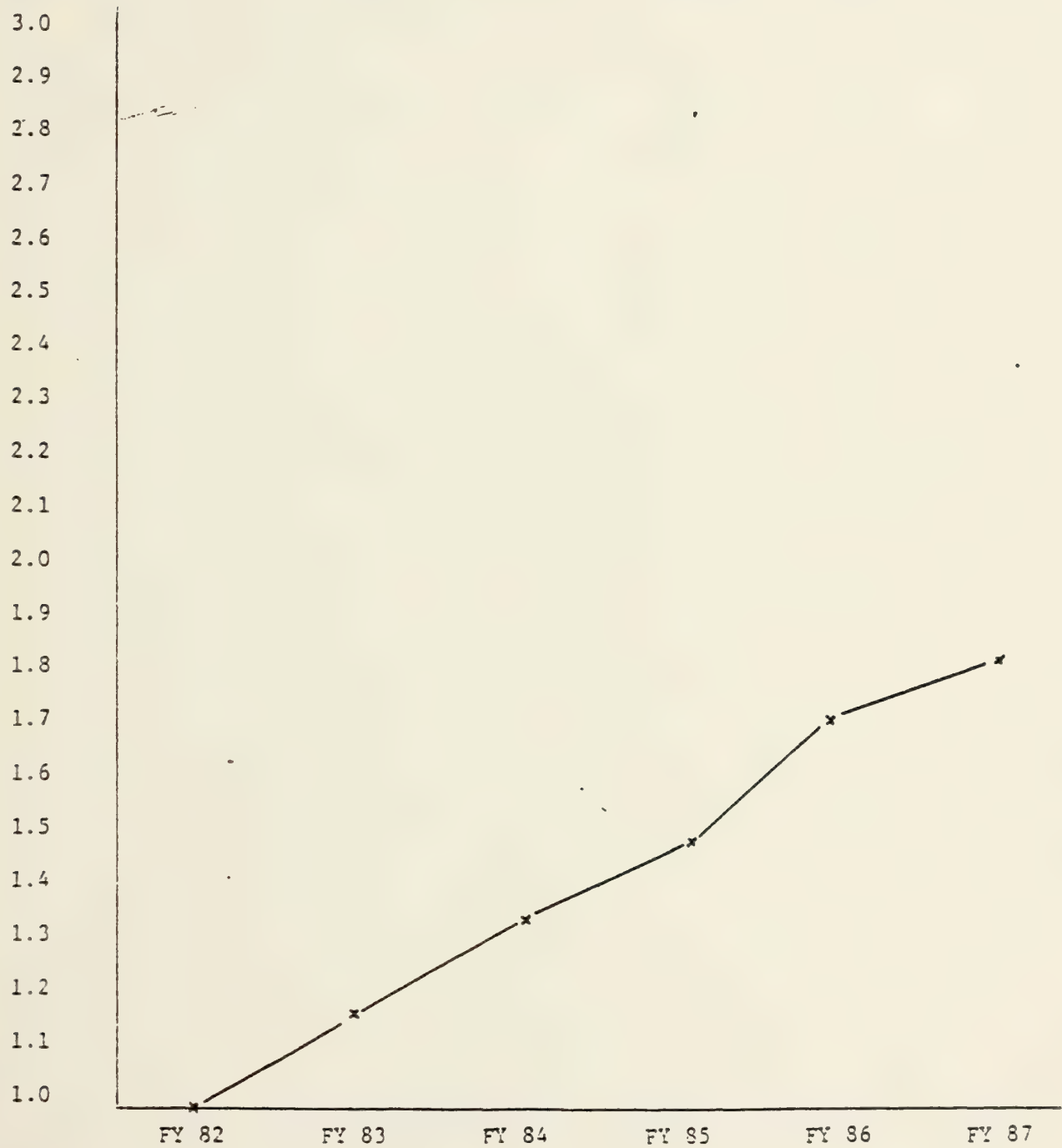


Table I-12

APPENDIX E

ESO/WO

Total Terminals by Location

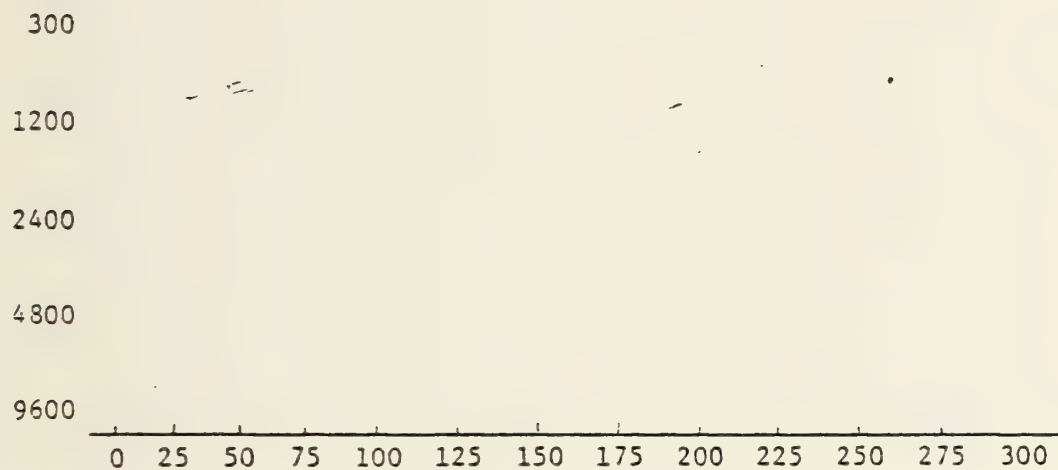
<u>CLASS</u>	<u>FY 82</u>	<u>FY 83</u>	<u>FY 84</u>	<u>FY 85</u>	<u>FY 86</u>	<u>FY 87</u>
300						
1200	23	29	35	41	49	53
2400						
4800						
9600						

Table I-13

APPENDIX E

Base Average Figure as of 1982

Character
To Host Per Day Per Class



Characters in Thousands sent to Host

Table I-14

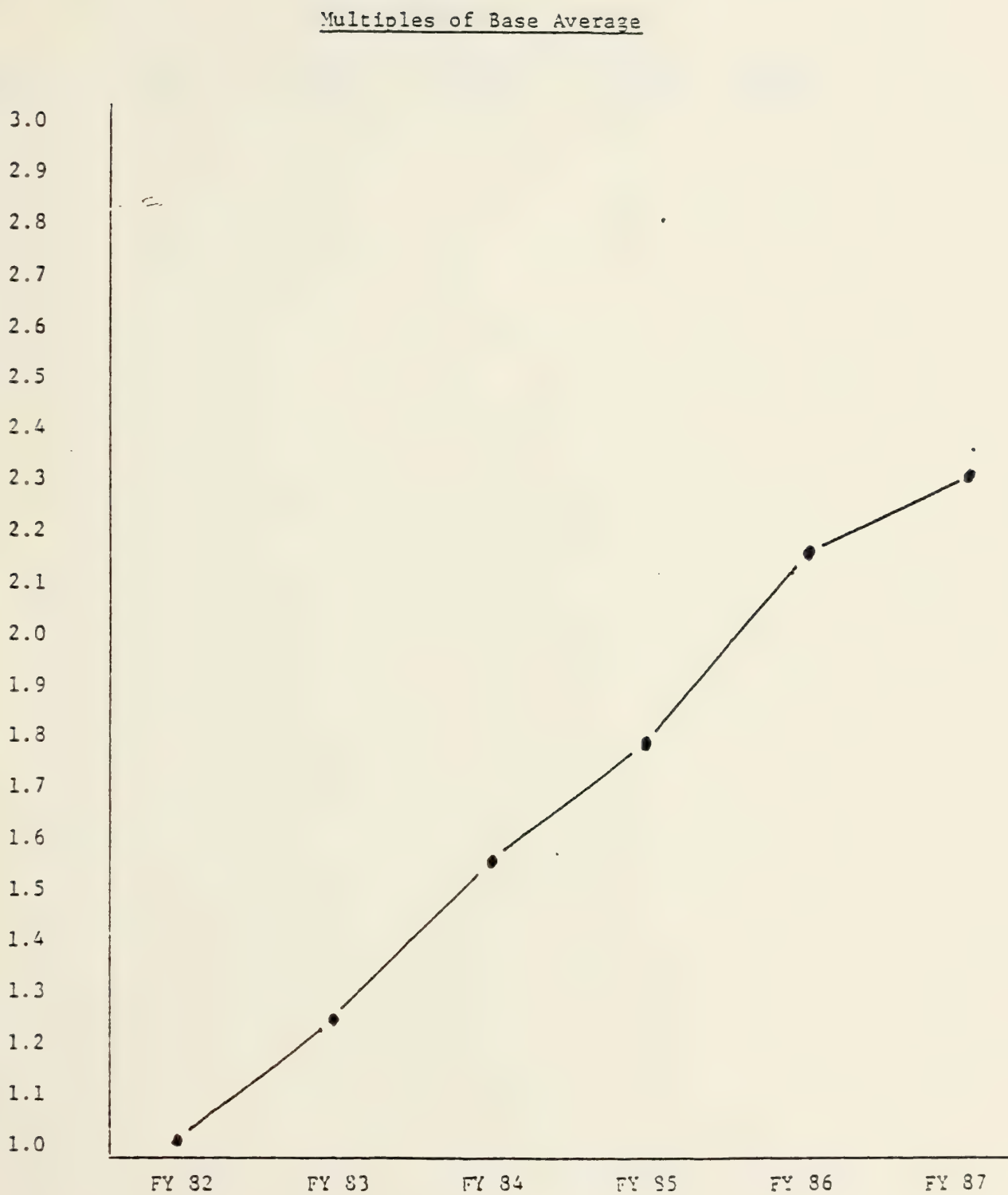


Table I-15

APPENDIX E

IDAHO STATE OFFICE

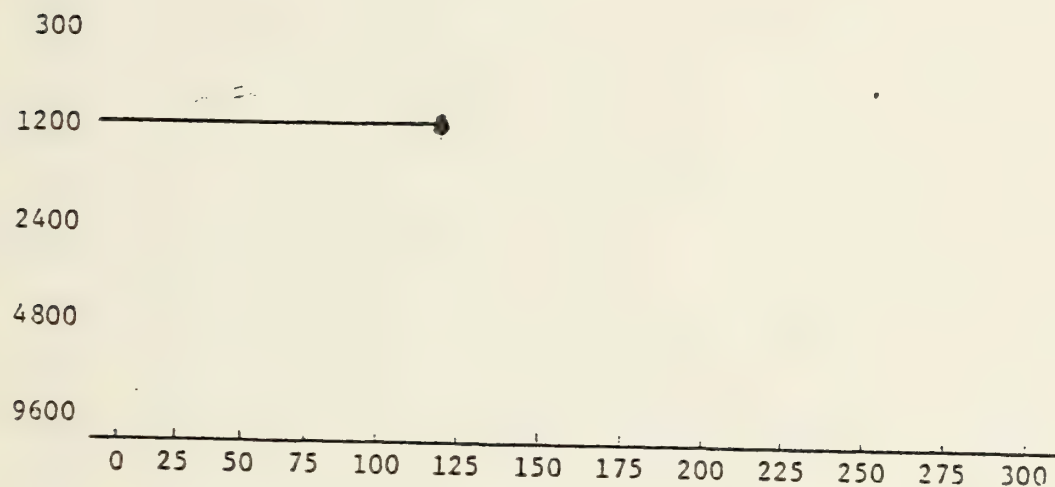
Total Terminals by Location

<u>CLASS</u>	<u>FY 82</u>	<u>FY 83</u>	<u>FY 84</u>	<u>FY 85</u>	<u>FY 86</u>	<u>FY 87</u>
300						
1200	19	25	31	37	45	49
2400						
4800						
9600						

APPENDIX E

Base Average Figure as of 1982

Character
To Host Per Day Per Class



Characters in Thousands sent to Host

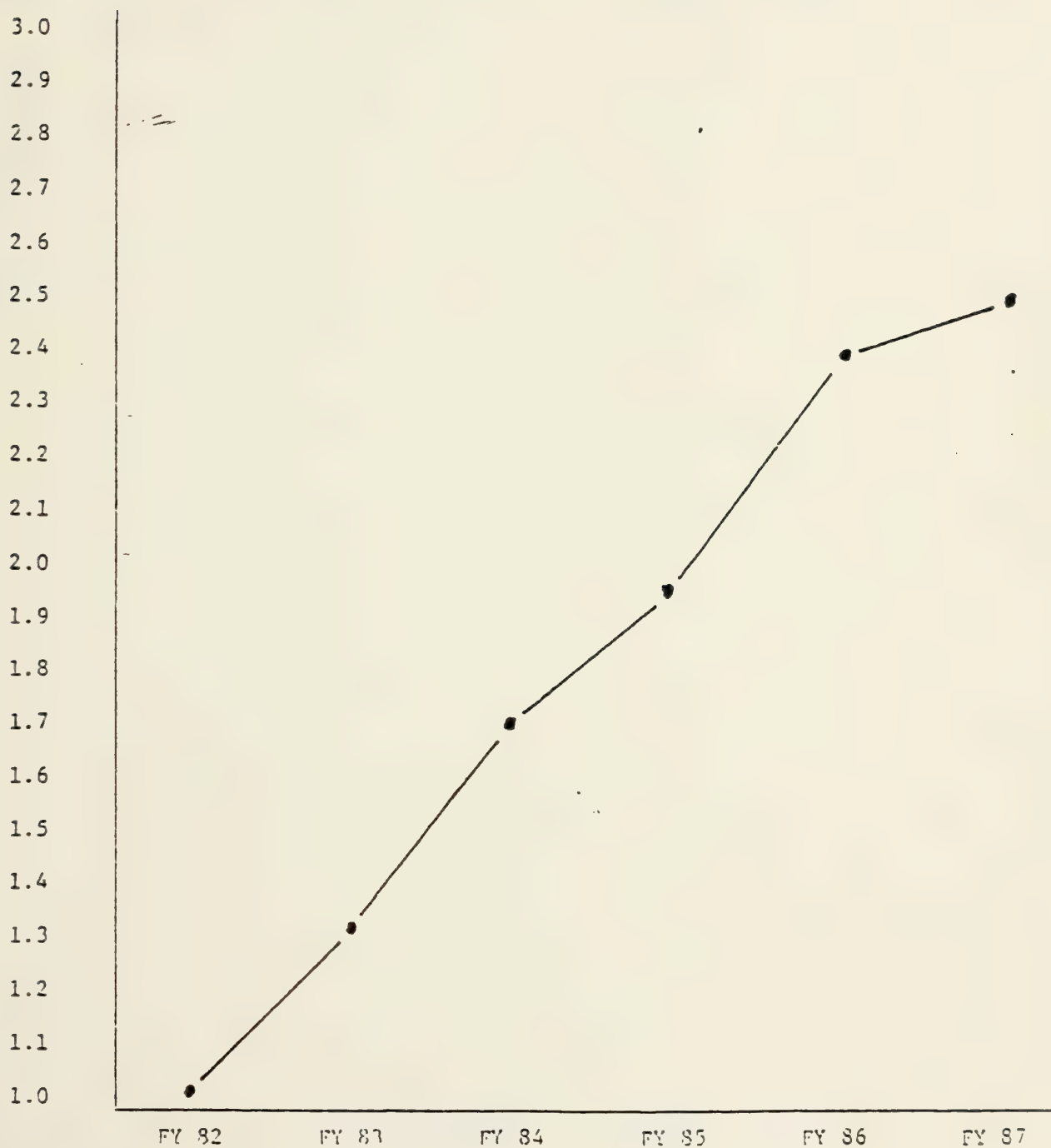
Multiples of Base Average

Table I-18

APPENDIX E

MONTANA STATE OFFICE

Total Terminals by Location

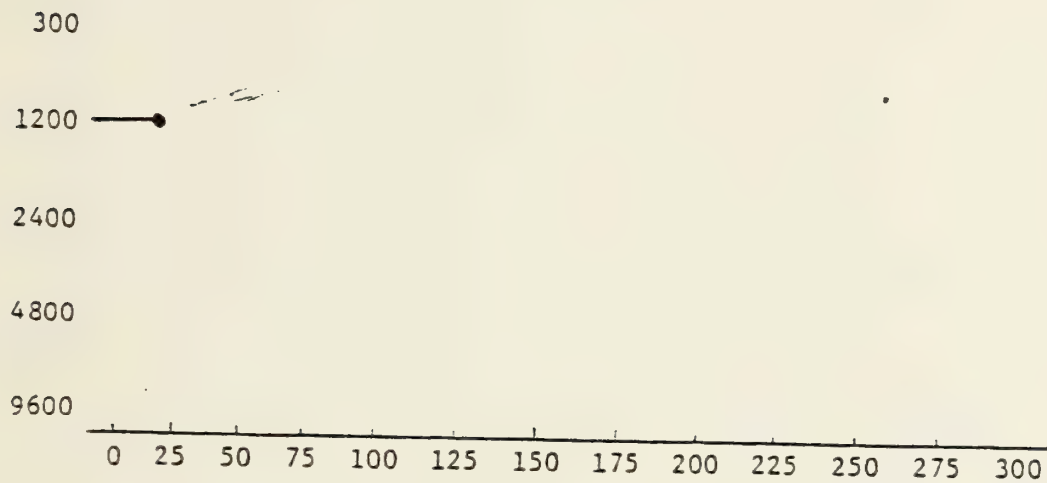
<u>CLASS</u>	<u>FY 82</u>	<u>FY 83</u>	<u>FY 84</u>	<u>FY 85</u>	<u>FY 86</u>	<u>FY 87</u>
300						
1200	18	24	30	36	44	48
2400						
4800						
9600						

Table I-19

APPENDIX E

Base Average Figure as of 1982

Character
To Host Per Day Per Class



Characters in Thousands sent to Host

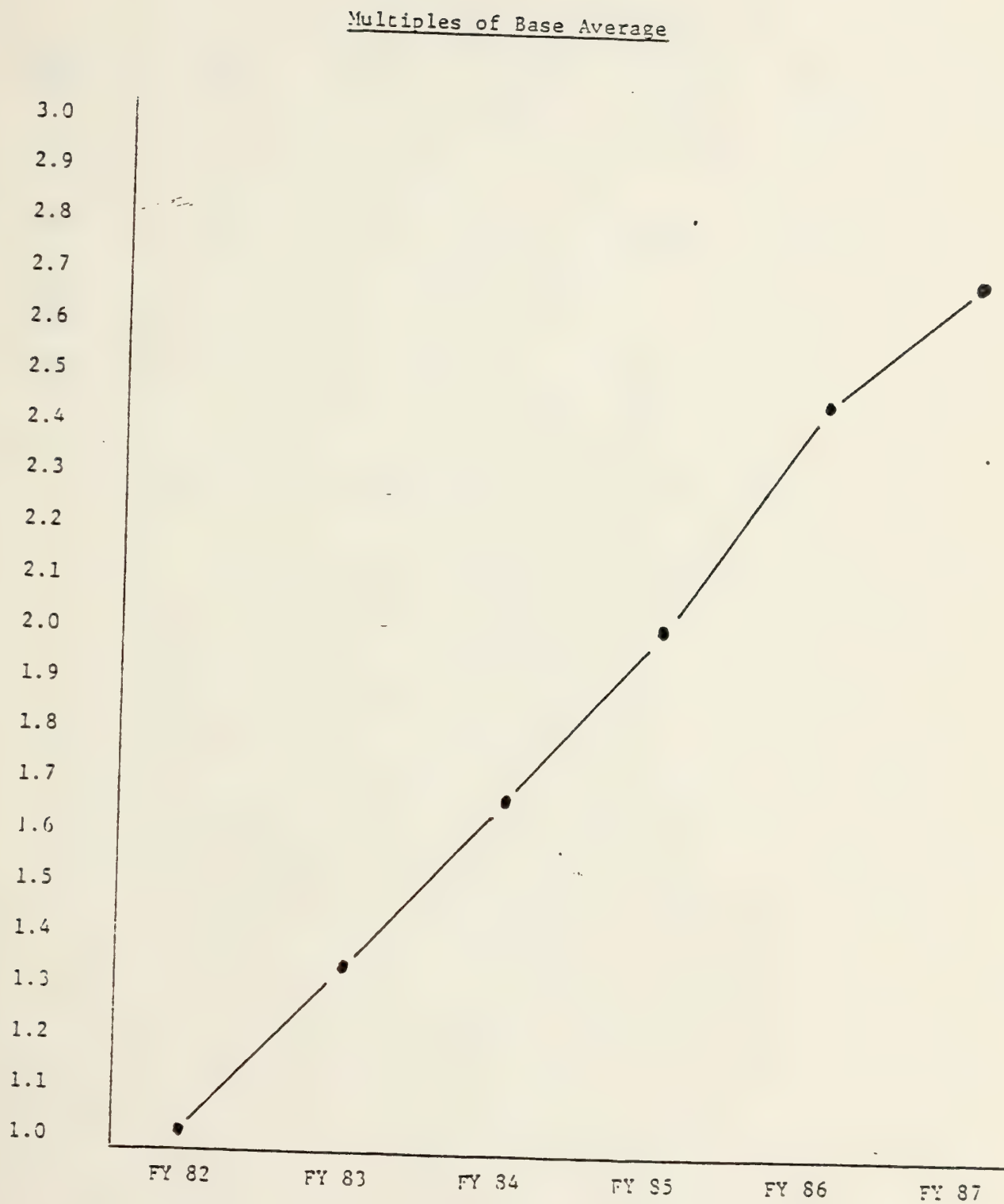


Table I-21

APPENDIX E

NEVADA STATE OFFICE

Total Terminals by Location

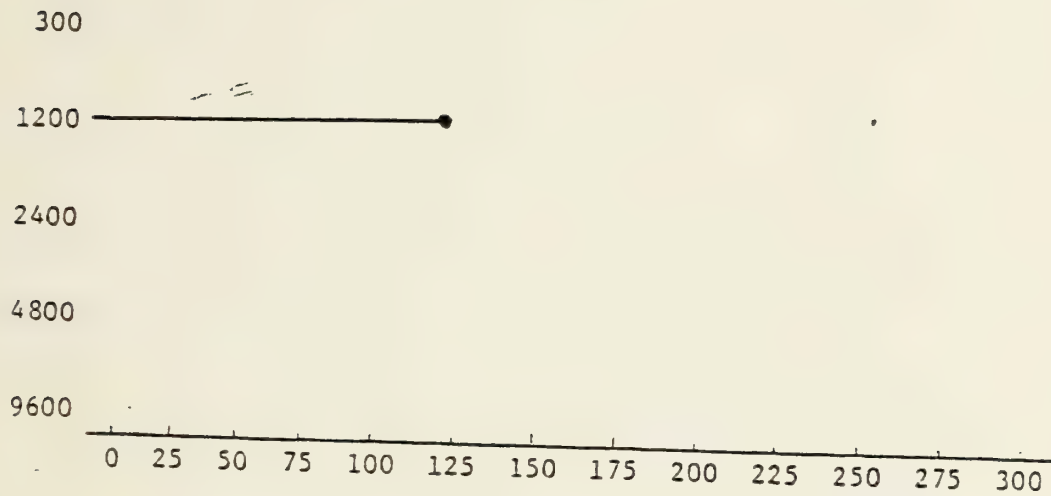
<u>CLASS</u>	<u>FY 82</u>	<u>FY 83</u>	<u>FY 84</u>	<u>FY 85</u>	<u>FY 86</u>	<u>FY 87</u>
300						
1200	25	31	37	43	51	55
2400						
4800						
9600						

Table I-22

APPENDIX E

Base Average Figure as of 1982

Character
To Host Per Day Per Class



Characters in Thousands sent to Host

Table I-23

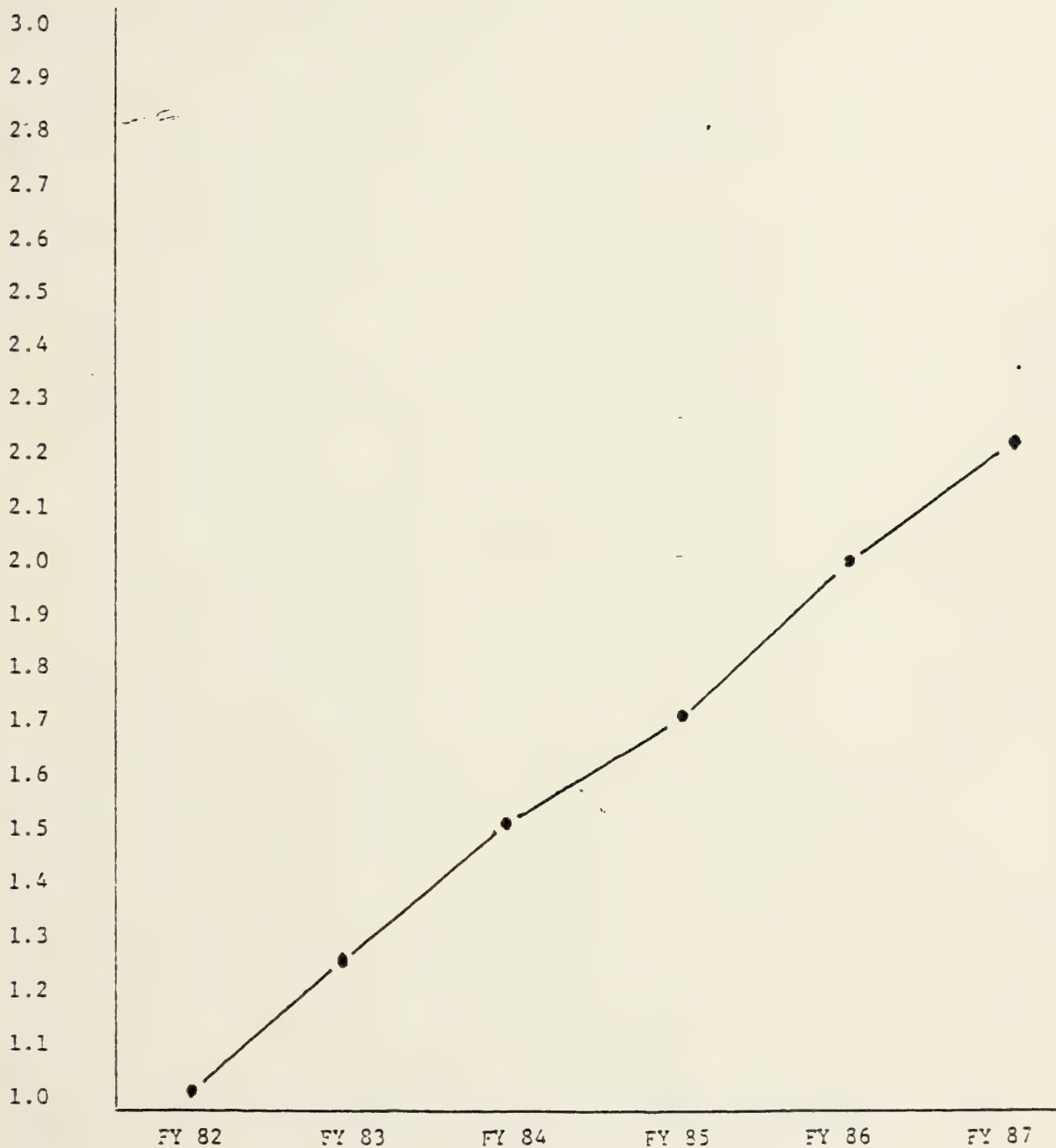
Multiples of Base Average

Table I-24

APPENDIX E

NEW MEXICO

Total Terminals by Location

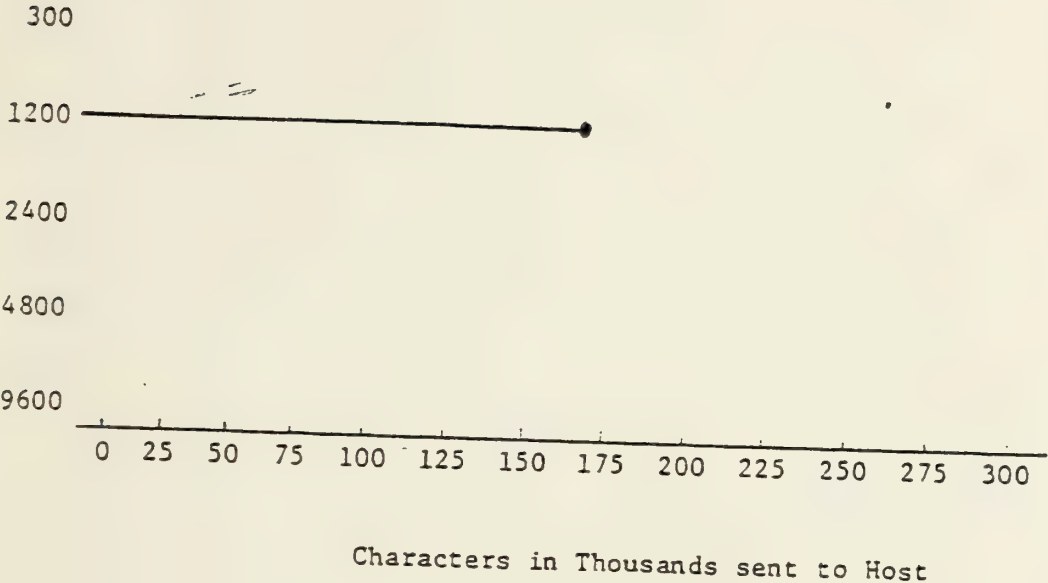
<u>CLASS</u>	<u>FY 82</u>	<u>FY 83</u>	<u>FY 84</u>	<u>FY 85</u>	<u>FY 86</u>	<u>FY 87</u>
300						
1200	47	53	59	65	73	77
2400						
4800						
9600						

Table I-25

APPENDIX E

Base Average Figure as of 1982

Character
To Host Per Day Per Class



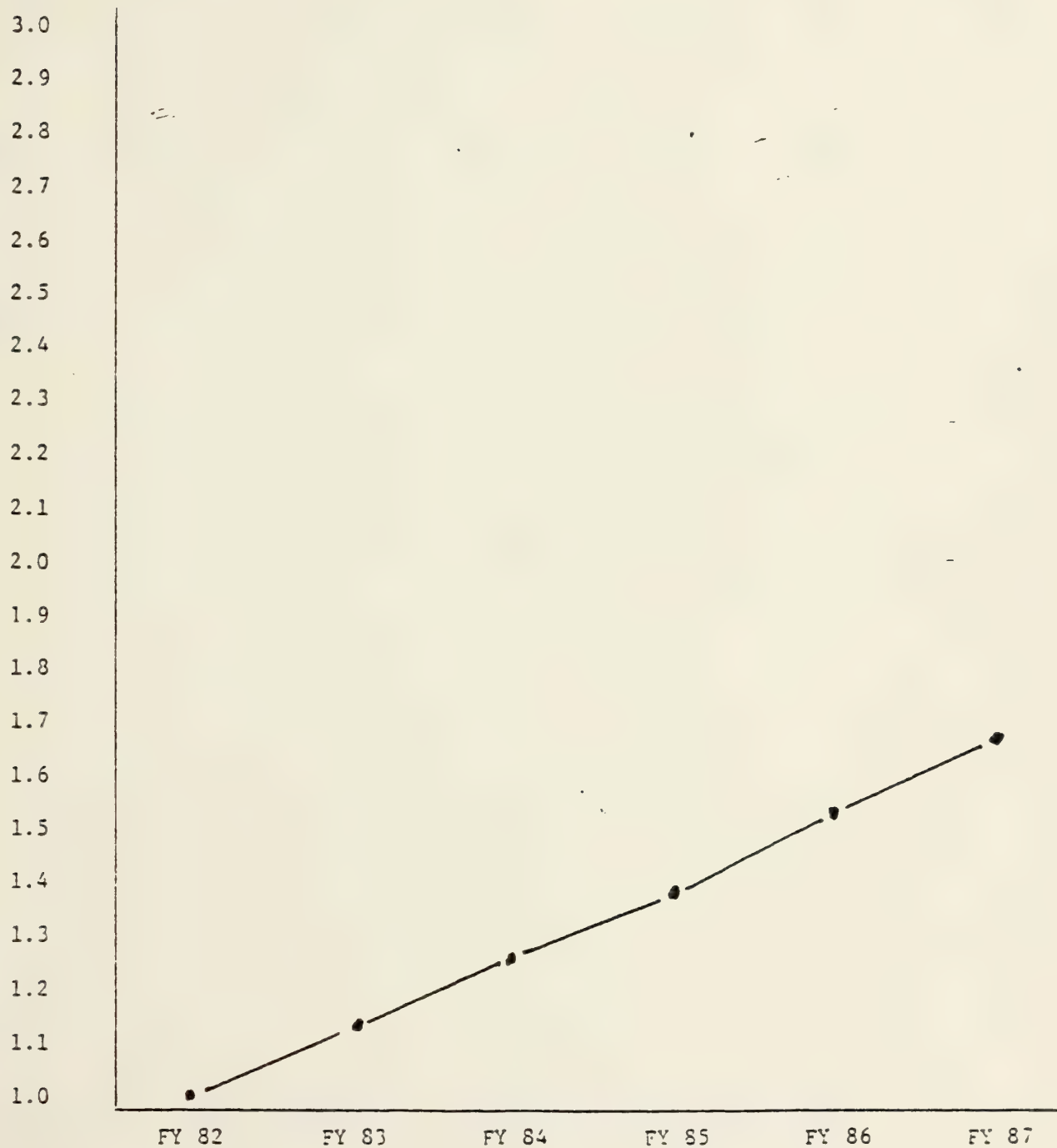
Multiples of Base Average

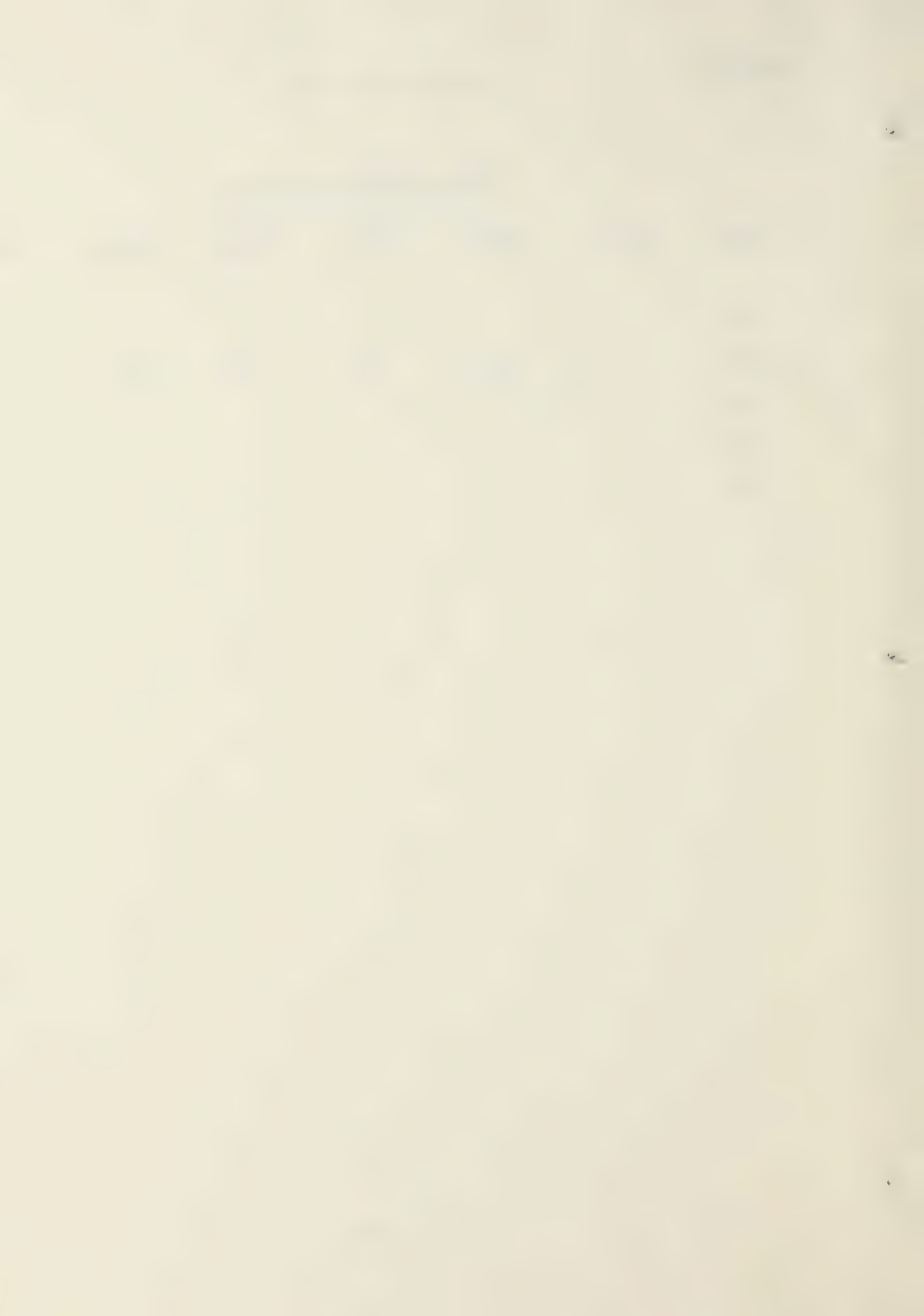
Table I-27

APPENDIX E

OREGON STATE OFFICE

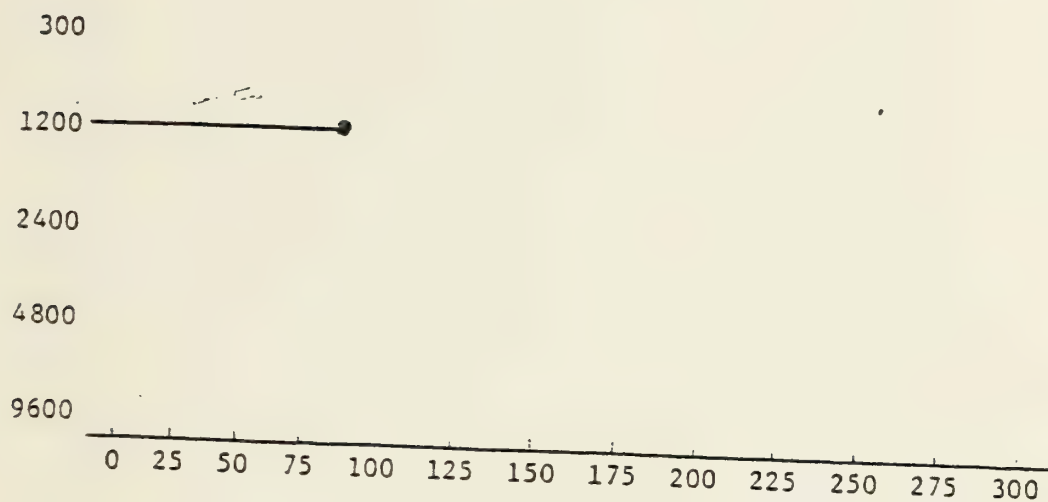
Total Terminals by Location

<u>CLASS</u>	<u>FY 82</u>	<u>FY 83</u>	<u>FY 84</u>	<u>FY 85</u>	<u>FY 86</u>	<u>FY 87</u>
300						
1200	42	48	54	60	68	72
2400						
4800						
9600						



Base Average Figure as of 1982

Character
To Host Per Day Per Class



Characters in Thousands sent to Host

APPENDIX E

Multiples of Base Average

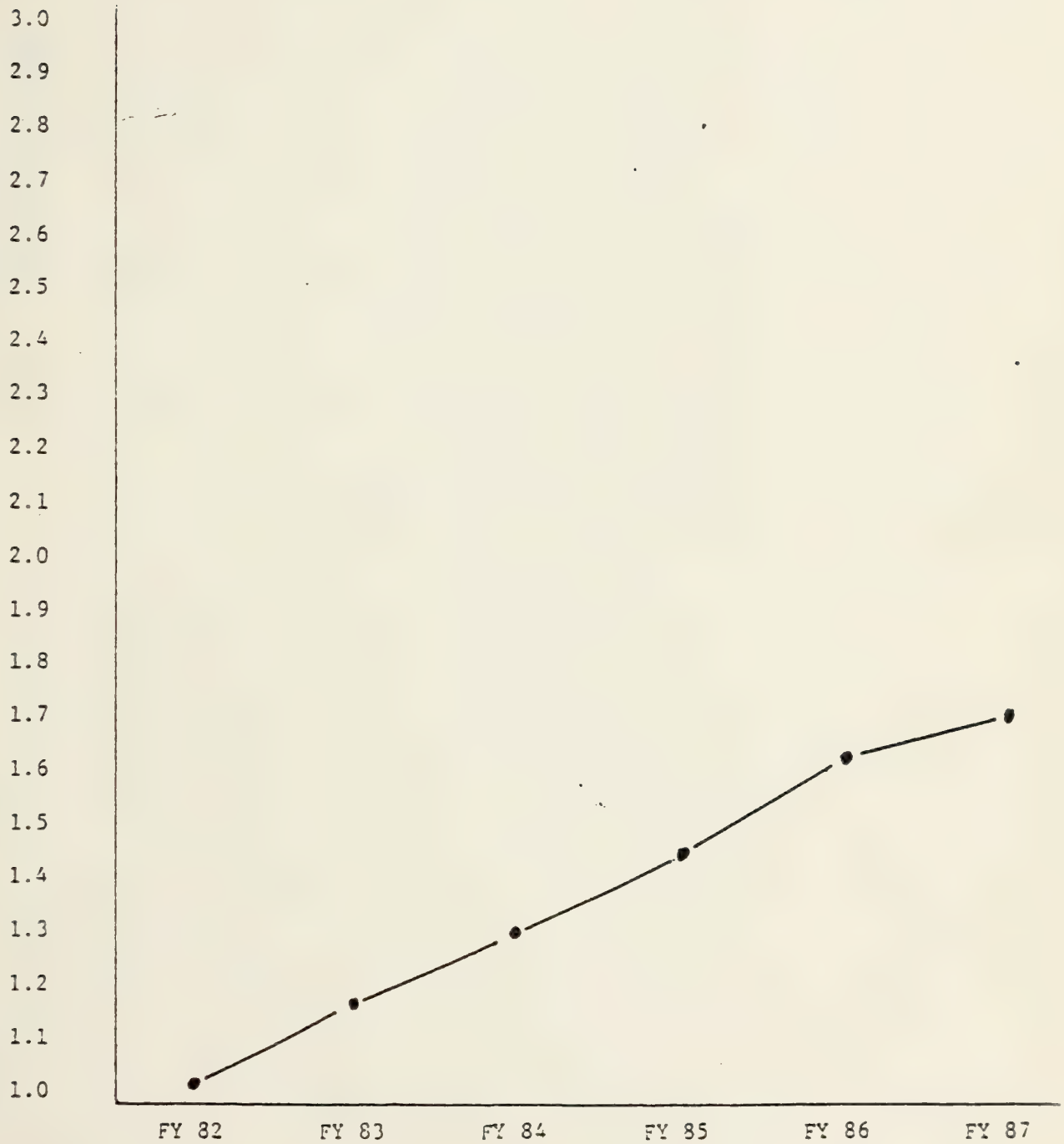


Table I-30

APPENDIX E

UTAH STATE OFFICE

Total Terminals by Location

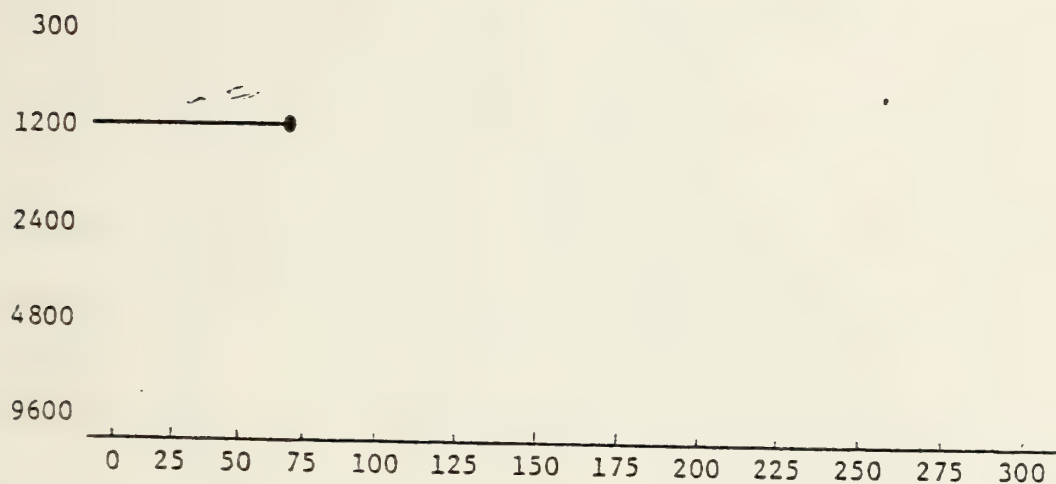
<u>CLASS</u>	<u>FY 82</u>	<u>FY 83</u>	<u>FY 84</u>	<u>FY 85</u>	<u>FY 86</u>	<u>FY 87</u>
300						
1200	37	43	49	55	63	67
2400						
4800						
9600						

Table I-31

APPENDIX E

Base Average Figure as of 1982

Character
To Host Per Day Per Class



Characters in Thousands sent to Host

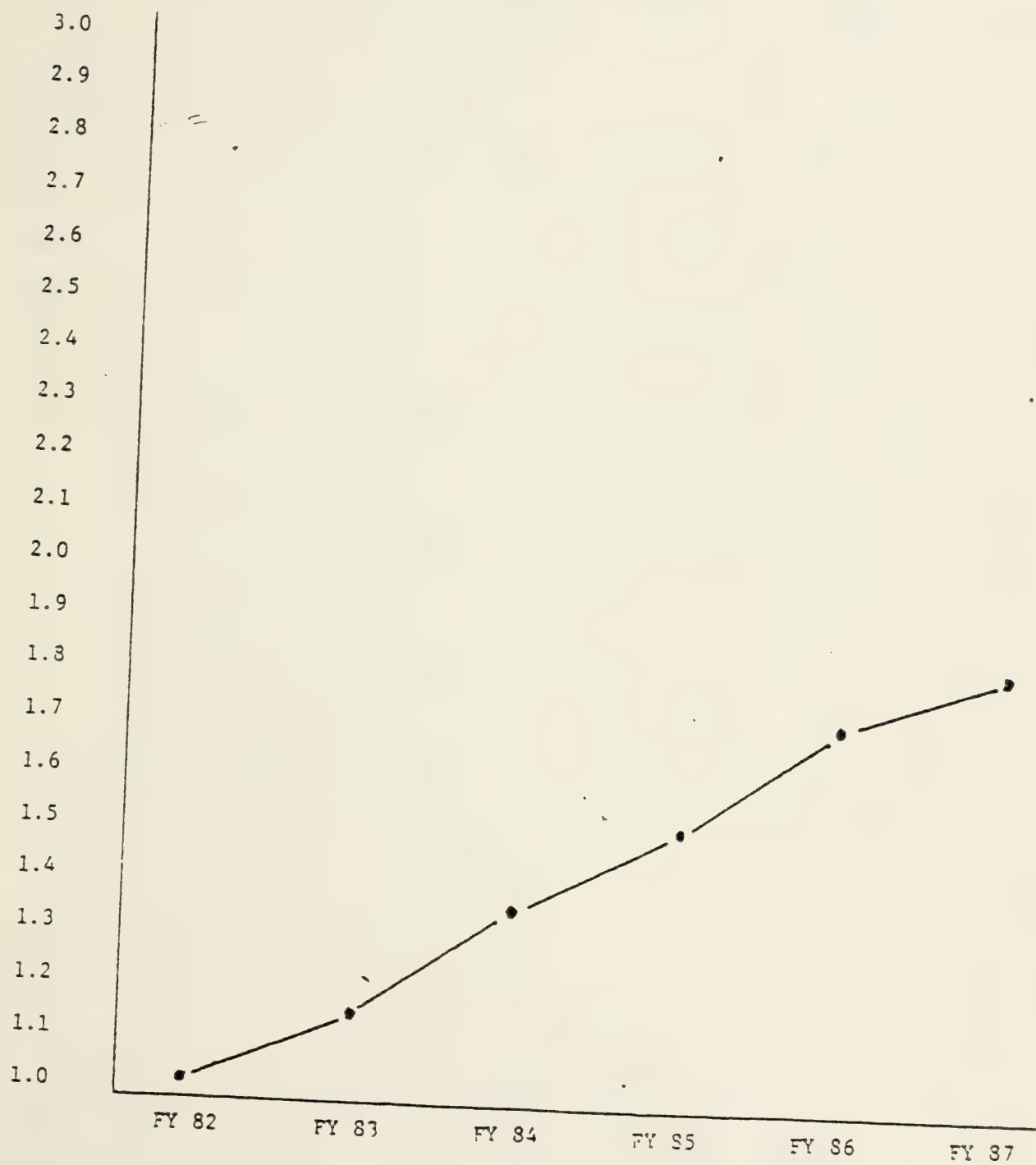
Multiples of Base Average

Table I-33

APPENDIX E

WYOMING STATEOFFICE

Total Terminals by Location

<u>CLASS</u>	<u>FY 82</u>	<u>FY 83</u>	<u>FY 84</u>	<u>FY 85</u>	<u>FY 86</u>	<u>FY 87</u>
300						
1200	25	31	37	43 .	51	55
2400						
4800						
9600						

APPENDIX E

Base Average Figure as of 1982

Character
To Host Per Day Per Class

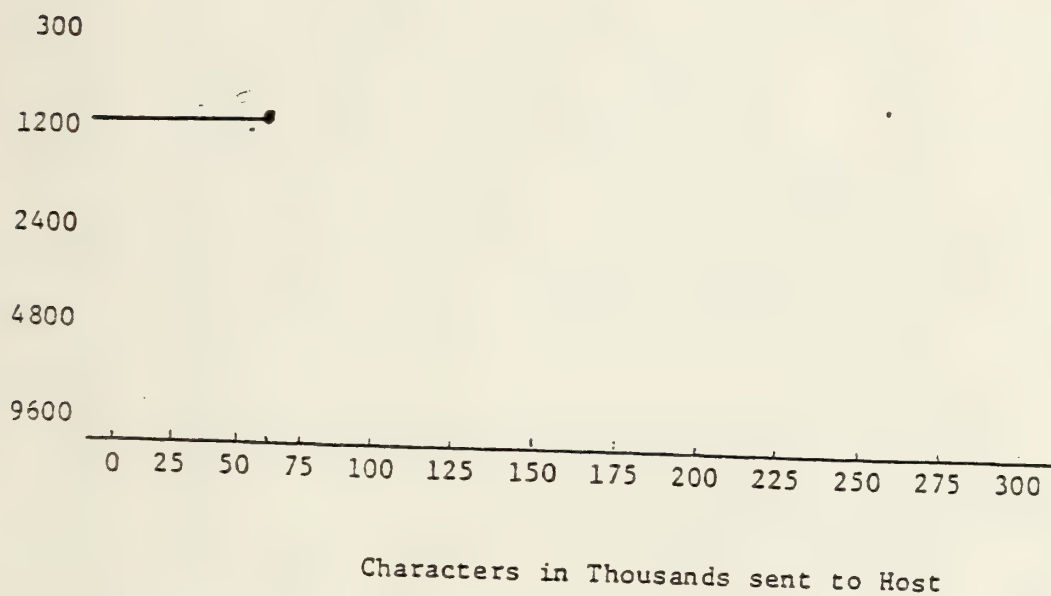


Table I-35

APPENDIX E

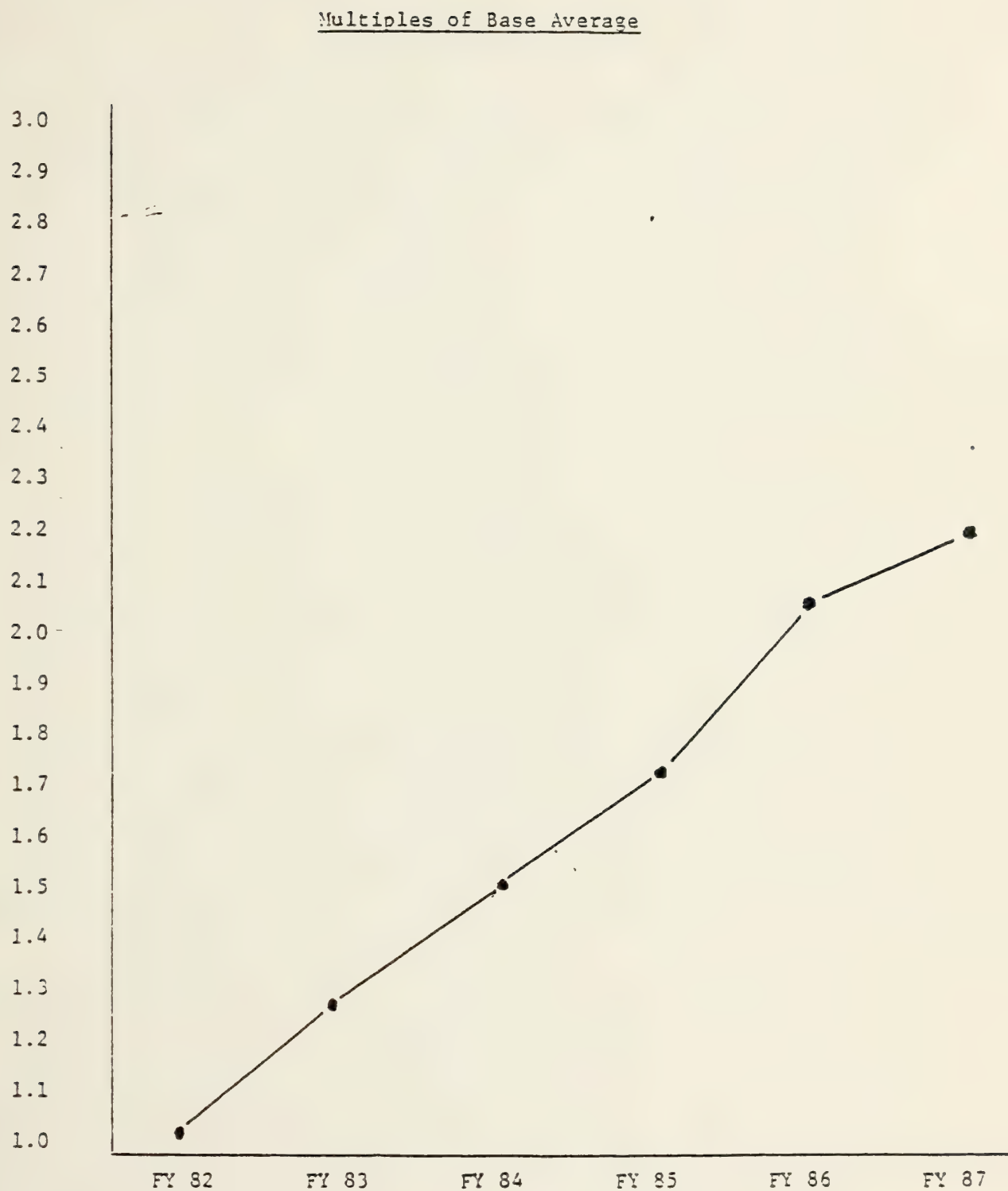


Table I-36

VI. INTERFACES

The Bureau has no automated interfaces with any agencies on the case recordation system. However, many agencies and private individuals must use our records on any given day. Much of this use comes in the form of reproducing paper copies of our graphic data.

The Master Title Plat (MTP) is a graphic representation based on a composite of the official survey plat(s) of a given township. It illustrates title information by using various thicknesses and types of lines and shading. Use Plats are MTPs that show temporary uses such as applications for and granted mineral leases and permits. Supplemental Plats are an extension of the MTP, depicting a congested section(s) within a township. The Historical Index is a brief chronological narrative of all final past and present actions which affect the use of, or title to, public lands and resources in a given township. The CDI (Control Document Index) is a microfilm copy of title documents such as patents, withdrawal orders, state selection lists, etc. A Serial Register Page is a summary sheet associated with each land and mineral application, listing such information as the BLM serial number, the applicant's name and address, type of application, date of application, legal description of the lands involved, and basic chronology of major events in the processing of the case.

If another government agency desires copies of any of the billion plus documents in the BLM records system, it is necessary to either call or write to the appropriate BLM office (if the agency knows precisely which documents it desires from each office), or make a visit to the office where the records are located to do a search. Copies are then made by BLM employees in that office. There is no uniformity as to whether or not the agency is charged for copies; the charge seems to be determined by whatever local custom calls for or by the reciprocal agreement that is in effect at that time.

For citizens desiring copies of the records, while a similar procedure is available to acquire information by mail, few individuals know exactly what documents they need. In nearly all cases, a visit to the appropriate state office public room is required. Some information is available at BLM District and Resource Area offices, but it is limited to Plats, Serial Register Pages, and other records that are specific to lands under the jurisdiction of that district or resource area. Information from other districts or state is not available, e.g., Arizona land and mineral records information is not available outside the State of Arizona.

"Customers" to BLM's public room frequently scan dozens of documents before finding the informations they desire.

A chart showing estimated outputs for non-BLM users of the present manual land and record system is attached.

In addition, requests for information on mining claims also come from agencies and the public.

Data produced from the mining claim recordation system (MCRS) consist primarily of prints from microfiche screens and copies of mining claim case file documents. Also, hundreds of sets of microfiche are sold or otherwise distributed each year to other governmental agencies, companies, and individuals.

Information taken from official mining claim files [recorded with BLM as required by Section 314 of the Federal Land Policy and Management Act (FLPMA)] is placed on a microfiche summary on a BLM state office jurisdictional basis. This summary is categorized four ways: claimant name, claim name, geographic index, and serial number. Information contained in the various categories includes: claimant name; claimant address; claim name and number; location by meridian, township, range, section, and quarter section; geographic county; BLM district; case file serial number; lead case file serial number; case type (load claim, placer claim, millsite, or tunnel site); county book and page; location date; latest assessment filed (date); and case disposition.

Access to mining claim recordation information requires either a letter to the BLM state office, or an in-person visit to a State, District, or Resource Area office. The official hardcopy case files, containing the location notice, maps, and filing of assessment work, are maintained at the State Office only. The District and Resource Area offices have access to microfiche summary information only.

Information obtained from the system is used by federal and other governmental resource managers to help determine if land use conflicts exist involving the mineral estate. Companies and private individuals use the information to aid in determining which of the lands that are open to entry (as shown on the MTPs) are already subject to mineral location. The system is also used to check to see which claims do not have current assessment work filed on them, thus potentially voiding the existing claim and making relocation possible.

While it is estimated that some ten percent of the total output of machine copy products are of materials from mining claim files (data not available on ALMRS), many more pages of data are accessed on microfiche screen only with some information being manually copied but no paper product produced from the system. This use of the system far exceeds the number of paper pages printed.

The State Offices, Denver Service Center, and Washington Headquarters Offices were divided into three categories* of production of outputs of paper products from the manual land and mineral record system.

LOW OUTPUT

Eastern States Office
Idaho State Office
Denver Service Center

MEDIUM OUTPUT

Main Interior (HQ)
California State Office
Nevada State Office
Oregon State Office
Arizona State Office

HIGH OUTPUT

Premier Building (HQ)
Colorado State Office
Montana State Office
New Mexico State Office
Utah State Office
Wyoming State Office

*These categories were made based on number of land and mineral cases on file, number of mining claims on file, trends in land and mineral activity as showing in the Public Land Statistics, or historical usage (HQ and DSC).

One state was polled from the low output category; two states were polled from the medium output category (these numbers were then averaged); and one state was polled from the high output category. The poll asked for number of MTPs, Serial Register Pages, microfiche, and machine photo copies made for non-BLM "customers" for an average year. For the purposes of this exercise, the two BLM Headquarters offices and the Denver Service Center were treated as "customers" as no copies of records materials are generally produced at these locations.

The numbers given for each type of paper product were then multiplied by the number of offices in each category, e.g., low output times 3, medium output by 5, and high output by 6.

The request for information was "couched" in terms of those paper products that are requested by other government agencies and the public that will be produced from ALMRS information when the system is in full operation under the proposed design parameters. (The question was asked of BLM personnel who are quite knowledgeable of the plans for ALMRS.)

QUANTIFICATION OF PAPER PRODUCTS OF THE MANUAL SYSTEM FOR EACH CATEGORY

LOW OUTPUT (TOTALS FOR THREE OFFICES IN THIS CATEGORY)

<u>CUSTOMER</u>	<u>MTPs</u>	<u>SRPs</u>	<u>MICROFICHE</u>	<u>COPIES</u>
USFS	885	144	408 sets	2,130
USGS	6	0	0	0
NPS	0	0	0	0
BIA	0	0	0	0
BR	20	0	0	0
BM	0	0	0	0
COE	0	0	0	0
OTHER	99	0	102	582
STATE	423	0	72	30
COUNTIES	0	0	0	0
CITIES	0	0	0	0
PUBLIC	15,555	8,283	5,700	16,091*

*Not 100% of these outputs will be available from ALMRS as some were prints from CDI cards and pages of mining claim recordation files (not more than 10% estimated).

QUANTIFICATION OF PAPER PRODUCTS OF THE MANUAL SYSTEM FOR EACH CATEGORY

MEDIUM OUTPUT (TOTALS FOR FIVE OFFICES IN THIS CATEGORY)

<u>CUSTOMER</u>	<u>MTPs</u>	<u>SRPs</u>	<u>MICROFICHE</u>	<u>COPIES</u>
USFS	2,475	150	275 sets	-
USGS	1,250	0	25	-
NPS	500	0	50	-
BIA	900	0	50	-
BR	560	0	50	-
BM	100	0	25	-
COE	312	0	25	-
OTHER	60	0	25	-
STATE	5,812	625	90	-
COUNTIES	2,750	0	0	-
CITIES	0	0	0	-
PUBLIC	57,350	37,000	8,000	72,500*

*Information from the two states polled in this category did not have a breakout by agency for copy work. Not 100% of these outputs will be available from ALMRS as some were prints from CDI cards and pages of mining claim recordation files (not more than 10% estimated).

QUANTIFICATION OF PAPER PRODUCTS OF THE MANUAL SYSTEM FOR EACH CATEGORY

	<u>HIGH OUTPUT</u> (TOTALS FOR SIX OFFICES IN THIS CATEGORY)			
<u>CUSTOMER</u>	<u>MTPs</u>	<u>SRPs</u>	<u>MICROFICHE</u>	<u>COPIES</u>
USFS	1,200	480	900 sets	15,000
USGS	120	300	60	4,800
NPS	300	300	240	6,000
BIA	480	240	900	12,000
BR	150	240	240	6,000
BM	120	120	60	6,000
COE	0	0	0	0
OTHER	0	0	0	0
STATE	2,400	600	900	60,000
COUNTIES	0	300	480	24,000
CITIES	0	60	120	15,000
PUBLIC	79,700	96,640	12,000	600,000*

*Not 100% of these outputs will be available from ALMRS as some were prints from CDI cards and pages of mining claim recordation files (not more than 10% estimated).

TOTALS BY PAPER PRODUCT TYPE

MTPs	173,597 plats
SRPs	142,482 serial register pages
MICROFICHE	30,797 sets
PAGES COPIED	840,133 pages (not 100% can be produced from ALMRS)

The diagrams on the following pages show the current equipment (hardware) that is available in the Denver Service Center and also the state tie-ins to the DPS8 in Denver.

File Code	Surname	Date
D-244	V. Adol	2/27
D-244	H. J. H.	3/24
D-244	C. J. H.	3/24

March 22, 1983

Memorandum

To: Director, 105

From: ASCD, Data Systems

Subject: Retirement of Land Status Records

Per your request an analysis of the problems concerning the retirement of land status records with recommendations is enclosed.

Enclosure

cc:
870

151 Robert T. Browne

456.9
D-244:VWELSH:ws:2/22/83:x2388

Louise
3/25

RETIREMENT OF LAND STATUS RECORDS

BACKGROUND

In 1956, the Bureau decided to convert the GLO Title Plats and Tract Books to a system called the "New Records" which is now known as the Bureau's Land Status Records. These new records consisted of the Master Title Plats (MTPs), Use Plats, and Historical Indexes (HIs). Information from the old GLO records systems, (survey plats, patents, withdrawals etc.) was originally compiled onto vellum drawings (Master Records) based on the single township grid, showing ownership within each township. Working record copies, on a cellulose acetate, were then made from the master record and became the master title and use plats. Rather than having to maintain two records sets, the base drawings (master records) were never updated and in some cases were disposed of. Historical abstracts of related records were compiled and typed on pre-printed sheets of vellum to create the HIs.

PROBLEMS

Constant use and handling and the process used (diaz chemistry) to create the working records have caused many of the records to deteriorate to a condition that they can no longer be read or microfilmed.

Attempts to extend the life of these records by using copying techniques have complicated the problem. Examples are: reprinting the working records from diazo/acetate to diazo/polyester, or silver halide/polyester films and damaged vellum to diazo/vellum. First, diazo records require special storage facilities to prevent diazo and salt contamination of other records. BLM does not have special storage facilities. Therefore, BLM records have become contaminated. Second, if BLM retires these records to the Federal Records Center (FRC), special containers and separate facilities will be required due to their larger than normal size. Third, diazo records are not considered archival quality by the National Archives and Records Service (NARS). Archival quality means records would last 100 years or more in storage.

NOTE: These records (plats and HIs) have been designated by NARS as having historical and legal significance and therefore are permanent records (see BLM Manual Section 1271, Record Category 1, Items 1, 2, and 3).

From an analysis based on field responses to a Washington Office Instruction Memo 81-623, (see Enclosure 1) we determined that:

About 76% of the plats are on a diazo/polyester base, 5% on a silver halide/polyester base and the remaining 19% on a diazo/acetate base.

About 2% of the historical indices are on a diazo/vellum; the remaining are typed vellum originals. Some original HIs have been contaminated by diazo salts.

Approximately 35% of the plats and 28% of the HIs must be refurbished to make them legible.

Approximately ¹⁵³⁴~~250~~ cu ft of space will be required to store the plats and another ~~200~~ cu ft to store the HIs in the FRCs.

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DISCUSSION

The Bureau is currently engaged in the automation of its land status records. After this automation process occurs, the current records will be retired. In the Automated Land Status Records System Team 7 Report of November 26, 1982, microfilming was recommended. Microfilming resolves the contamination problem for BLM and the FRC, requires very little storage space, is of archival quality and provides BLM the reference data media it needs.

RECOMMENDATIONS

1. Publish in the Federal Register a notice that the Bureau is automating its land status records and that the automated records are the official records. This is a legal requirement noted by the solicitor's office during its review of BLM's decision to automate its land status records.
2. Refurbish the illegible MTPs, and HIs. Where possible, use Xerox 2080 techniques. (See Enclosure 2). Redraft MTPs and retype HIs as a last resort.
3. Note on the MTP or HI prior to microfilming, that the record is now being maintained in the automated system.
4. Post on Public Room bulletin boards the Federal Register Notice and the townships that are included in the automated system.
5. Establish microfilming and quality control training for field offices prior to any microfilming of HIs and MTPs.
6. Microfilm the HIs after ALMRS Phase II automation is completed in a State Office. Ship all of the State Office's HIs to the FRC in one shipment on one accession list. Do this when the automation of a state is completed not when the HI is automated.
7. Microfilm the MTPs after ALMRS Phase III automation is completed in a State Office. Ship all of the State Office's MTPs to the FRC in one shipment on one accession list. Do this when the state is complete, not when the plats are automated.
8. Seek approval from NARS to destroy the working records (MTPs, Use Plats and HIs) once microfilmed. The archival copies of the microfilm are then retired to the National Archives.

RESTORATION AND RETIREMENT OF BLM LAND STATUS RECORDS PLAN

RESTORATION

RETIREMENT

STATE EQUIP. PURCHASE EQUIP. COSTS

STATE	EQUIP. PURCHASE	EQUIP. COSTS	COSTS*	W/M COSTS**	BEGIN	COMPLETE	COSTS*	WM/COSTS**	BEGIN	COMPLETE	STATE TOTAL COSTS
AZ	Xerox 2080	85,000	5,984	18/	57,600	10-1-83	09-30-86	1,665	1/ 3,200	10-1-86	153,449
CA	Xerox 2080	85,000	1,408	5/	16,000	10-1-86	09-30-89	1,888	1/ 3,200	10-1-89	107,496
CO	Xerox 2080	85,000	7,414	72/	70,400	10-1-86	09-30-89	1,660	1/ 3,200	10-1-89	167,674
ID	Xerox 2080	85,000	204	1/	3,200	10-1-87	09-30-90	794	1/ 3,200	10-1-90	92,398
MT	Xerox 2080	85,000	11,297	28/	89,600	10-1-87	09-30-90	2,915	2/ 6,400	10-1-90	195,212
NM	None	0	60,051	160/	531,200	10-1-83	09-30-86	2,230	2/ 6,400	10-1-86	599,881
NV	None	0	29,615	82/	262,400	10-1-85	09-30-88	1,665	1/ 3,200	10-1-88	296,880
OR	Xerox 2080	85,000	1,844	6/	19,200	10-1-84	09-30-87	1,872	1/ 3,200	10-1-87	111,116
UT	None	0	9,472	24/	76,800	10-1-84	09-30-87	1,009	1/ 3,200	10-1-87	90,481
WY	Xerox 2080	85,000	8,145	20/	64,000	10-1-85	09-30-88	2,297	2/ 6,400	10-1-88	165,842
TOTAL		595,000	135,434	372/1,190,400				17,995	13/41,600		1,980,429

*Supplies

**Based on the ALMRS implementation program package cost of \$3,200 for Subactivity 4111/4112.

Enclosure 1

PLAN FOR RESTORATION AND RETIREMENT
OF LAND STATUS RECORDS TO NARS

The automation of the Bureau's Land Status Records, presently under way in all State Offices except Alaska, will allow retirement of the paper records. However, prior to retirement, approximately 69,000 Historical Indexes (HIs) and 40,000 Master Title and Use Plats (PLATs) are of such poor legibility and condition that they must be refurbished to allow microfilming. The costs of refurbishing these records are shown in Tables A and B.

TABLE A - HI REFURBISHING COSTS

REFURBISHING METHOD ^a							
STATE	MANUAL			2080			STATE TOTAL
	* Number	** Unit Price	Total	* Number	** Unit Price	Total	
AZ	4	\$3.50	\$14	406	\$0.43	\$175	\$189
CA	0	0	0	0	0	0	0
CO	2	3.50	7	198	0.43	85	92
ID	1	3.50	4	99	0.43	43	47
MT	128	3.50	448	12,638	0.43	5,434	5,882
NM	226	3.50	791	22,446	0.43	9,652	10,443
NV	100	3.50	350	9,920	0.43	4,266	4,616
OR	0	0	0	0	0	0	0
UT	100	3.50	350	9,900	0.43	4,257	4,607
WY	100	3.50	350	9,900	0.43	4,257	4,607
TOTAL	661	3.50	2,314	65,507	0.43	28,169	30,483

*Numbers based on IM 81-623 data

**Costs based on D-244 estimates

^a1% to be done manually and 99% to be done on the 2080

TABLE B - MTP & USE PLAT REFURBISHING COSTS

REFURBISHING METHOD ^a							
STATE	MANUAL			2080			STATE TOTAL
	* Number	** Unit Price	Total	* Number	** Unit Price	Total	
AZ	240	\$84.42	\$20,261	1,360	\$4.47	\$6,079	\$26,340
CA	57	84.42	4,812	325	4.47	1,453	6,265
CO	300	84.42	25,326	1,700	4.47	7,599	32,925
ID	7	84.42	591	43	4.47	192	783
MT	350	84.42	29,547	1,988	4.47	8,886	38,433
NM	2,250	84.42	189,945	12,750	4.47	56,993	246,938
NV	1,119	84.42	94,466	6,345	4.47	28,362	122,828
OR	75	84.42	6,332	425	4.47	1,900	8,232
UT	300	84.42	25,326	1,700	4.47	7,599	32,925
WY	246	84.42	20,767	1,394	4.47	6,231	26,998
TOTAL	4,944	84.42	417,373	28,030	4.47	125,294	542,667

*Numbers based on IM 81-623 data

**Costs based on D-244 estimates

^a15% to be done manually and 85% to be done on the 2080

Enclosure 2-1

*hours
draw
MTP*

*10 mins
to run
a plot
through
a 2080*

As pointed out in the Reprographic Aided Drafting Device Study of August 23, 1983, the use of a Xerox 2080 in lieu of conventional hand-drafting can have significant savings (see Table C). Therefore, Tables A and B were based on the maximum use of the Xerox 2080.

TABLE C - REFURBISHING ANALYSIS

STATE	XEROX 2080 VS MANUAL DRAFTING				
	XEROX 2080	MANUAL DRAFTING	2080 SAVINGS	*2080 COST	TOTAL SAVINGS
AZ	\$28,793	\$136,507	\$107,714	\$85,000	\$22,714
CA	6,265	32,249	25,984	85,000	(59,016)
CO	33,017	169,540	136,523	85,000	51,523
ID	830	4,571	3,741	85,000	(81,259)
MT	44,315	242,055	197,740	85,000	112,740
NM**	257,381	1,345,652	1,088,271	0	1,088,271
NV**	127,444	665,181	537,737	0	537,737
OR	8,232	42,210	33,978	85,000	(51,022)
UT**	37,532	203,840	166,308	0	166,308
WY	31,605	173,449	141,844	85,000	56,844
TOTAL	575,414	3,015,254	2,439,840	595,000	1,844,840

*D-244 estimate

**Have Xerox 2080

The Nevada, New Mexico and Utah State Office have their own Xerox 2080. Arizona, Colorado, Montana and Wyoming can justify the purchase of a Xerox 2080; but, California, Idaho and Oregon can not. When viewed from a Bureau-wide perspective, \$595,000 of the nearly \$2.4 million savings should be spent to purchase seven Xerox 2080s. The 2080 can be used for many functions other than land status records such as engineer drawings, maps, graphics displays, artwork and cadastral survey plats.

Before we discuss the retirement issues involved, the reader should be aware that HIs will be retired after Phase II is fully implemented and the PLATS after Phase III is fully implemented. These phases will be at least one year apart. But for simplicity sake our cost analyses are made as if both are retired at the same time.

When Phase II ALMRS is fully implemented, tested, and the data is entered and verified, in a state office, and the HIs of poor legibility or condition are refurbished, all of the HIs must be microfilmed. Next the microfilm rolls would be duplicated for our inhouse working copy. The cost of microfilming and duplicating is shown in Table D. This same process would be repeated at the end of Phase III for the PLATS and this cost is shown in Table E.

TABLE D - HI MICROFILMING/DUPLICATING COSTS

MICROFILMING				DUPLICATING			STATE TOTAL
STATE	* Number	** Unit Price	Total	# of Rolls	** Unit Price	Total	
AZ	20,490	\$0.06	\$1,230	35	\$10	\$350	\$1,580
CA	23,815	0.06	1,420	40	10	400	1,829
CO	21,127	0.06	1,268	36	10	360	1,628
ID	10,000	0.06	600	17	10	170	870
MT	38,298	0.06	2,298	64	10	640	2,938
NM	22,672	0.06	1,360	38	10	380	1,740
NV	20,040	0.06	1,202	34	10	340	1,542
OR	23,000	0.06	1,380	39	10	390	1,770
UT	12,850	0.06	771	22	10	220	991
WY	30,000	0.06	1,800	50	10	500	2,300
TOTAL	222,292	0.06	13,329	375	10	3,750	17,188

*Numbers based on IM 81-623 data

**Costs based on D-244 estimates

Microfilm = labor \$8.00 + material \$12.00 + developing \$6.00

Duplicate = labor \$0.00 + material \$ 7.00 + developing \$3.00

TABLE E - MTP & USE PLAT MICROFILMING/DUPLICATING COSTS

MICROFILMING				DUPLICATING			STATE TOTAL
STATE	* Number	** Unit Price	Total	# of Rolls	** Unit Price	Total	
AZ	8,893	\$0.06	\$534	15	\$10	\$150	\$684
CA	9,405	0.06	564	16	10	160	724
CO	8,129	0.06	488	14	10	140	628
ID	3,850	0.06	231	7	10	70	301
MT	13,076	0.06	785	22	10	220	1,005
NM	16,568	0.06	994	28	10	280	1,274
NV	9,331	0.06	560	16	10	160	720
OR	9,300	0.06	558	16	10	160	718
UT	4,885	0.06	293	9	10	90	383
WY	10,420	0.06	625	18	10	180	805
TOTAL	93,857	0.06	5,632	161	10	1,610	7,242

*Numbers based on IM 81-623 data

**Costs based on D-244 estimates

The Bureau is faced with two choices, retire the paper copies or retire microfilm copies to the National Archives. Table F shows the Bureau's cost for retiring the paper records. Table G shows the Bureau's cost for retiring the microfilm copies.

TABLE F - RETIREMENT COSTS - PAPER COPY

2080 ARCHIVAL BOND COPY				ARCHIVAL STORAGE BOX			STATE TOTAL
STATE	* Number	** Unit Price	Total	# of Rolls	** Unit Price	Total	
AZ	29,383	\$0.25	\$7,346	294	\$3.25	\$956	8,302
CA	33,025	0.25	8,256	331	3.25	1,076	9,332
CO	29,256	0.25	7,314	293	3.25	952	8,266
ID	13,850	0.25	3,463	139	3.25	452	3,915
MT	51,374	0.25	12,844	514	3.25	1,671	14,515
NM	39,240	0.25	9,810	393	3.25	1,277	11,087
NV	29,371	0.25	7,343	294	3.25	956	8,299
OR	32,300	0.25	8,075	323	3.25	1,056	9,131
UT	17,735	0.25	4,434	178	3.25	579	5,013
WY	40,420	0.25	10,105	405	3.25	1,316	11,421
TOTAL	315,954	0.25	78,990	3,164	3.25	10,291	89,281

*Numbers based on IM 81-623 data

**Costs based on D-244 estimates

TABLE G - RETIREMENT COSTS - MICROFILM COPY

MICROFILMING				DUPLICATING			State Total
STATE	* Number	** Unit Price	Total	# of Rolls	** Unit Price	Total	
AZ	29,383	\$0.06	\$1,763	49	\$10	\$490	\$2,253
CA	33,025	0.06	1,982	56	10	560	2,542
CO	29,256	0.06	1,755	49	10	490	2,245
ID	13,850	0.06	831	24	10	240	1,071
MT	51,374	0.06	3,082	86	10	860	3,942
NM	39,240	0.06	2,354	66	10	660	3,014
NV	29,371	0.06	1,762	49	10	490	2,252
OR	32,300	0.06	1,938	54	10	540	2,478
UT	17,735	0.06	1,064	30	10	300	1,364
WY	40,420	0.06	2,425	68	10	680	3,105
TOTAL	315,954	0.06	18,956	531	10	5,310	24,266

*Numbers based on IM 81-623 data

**Costs based on D-244 estimates

It is clearly in the Bureau's best interest to retire microfilm copies. And, it should be in National Archives best interest to do likewise.

Enclosure 2-4

The Bureau is faced with two choices, retire the paper copies or retire microfilm copies to the National Archives. Table F shows the Bureau's cost for retiring the paper records. Table G shows the Bureau's cost for retiring the microfilm copies.

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TOTAL	315,954	0.25	78,990	3,164	3.25	10,291	89,281

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**Costs based on D-244 estimates

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CO	29,256	0.06	1,755	49	10	490	2,245
ID	13,850	0.06	831	24	10	240	1,071
MT	51,374	0.06	3,082	86	10	860	3,942
NM	39,240	0.06	2,354	66	10	660	3,014
NV	29,371	0.06	1,762	49	10	490	2,252
OR	32,300	0.06	1,938	54	10	540	2,478
UT	17,735	0.06	1,064	30	10	300	1,364
WY	40,420	0.06	2,425	68	10	680	3,105
TOTAL	315,954	0.06	18,956	531	10	5,310	24,266

*Numbers based on IM 81-623 data

**Costs based on D-244 estimates

It is clearly in the Bureau's best interest to retire microfilm copies. And, it should be in National Archives best interest to do likewise.

Enclosure 2-4

When the small amount of environmentally controlled storage space, needed for microfilm, is considered, we see no avoiding this conclusion. Therefore, we recommend that the Division of Information System, 870, seek approval from the National Archives and Records Service to retire microfilm.

The fiscal year in which the HIs and PLATs are to be retired is shown in Table H. We recommend that each State retire their entire set of HIs at one time, not retired piecemeal, and then repeat the process for their PLATs.

TABLE H - SCHEDULED RETIREMENT OF HIs AND PLATs*

STATE	FY84	FY85	FY86	FY87	FY88	FY89	FY90	FY91
AZ			HIs	PLATs				
CA						HIs	PLATs	
CO						HIs	PLATs	
ID							HIs	PLATs
MT							HIs	PLATs
NM			HIs	PLATs				
NV					HIs	PLATs		
OR				HIs	PLATs			
UT				HIs	PLATs			
WY					HIs	PLATs		

*Based on the ALMRS implementation program package schedule.

The estimated workmonths needed for refurbishment are shown in Table I and retirement in Table J.

TABLE I - WORKMONTHS FOR REFURBISHMENT

STATE	Number	HIs		PLATs			Workmonth Total
		Per Unit	Hourly Total	Number	Per Unit	Hourly Total	
AZ	410	0.04	16	1,600	1.85	2,960	18
CA	0	0.04	0	382	1.85	707	5
CO	200	0.04	8	2,000	1.85	3,700	22
ID	100	0.04	4	50	1.85	93	1
MT	12,766	0.04	511	2,338	1.85	4,325	28
NM	22,672	0.04	907	15,000	1.85	27,750	166
NV	10,020	0.04	401	7,464	1.85	13,808	82
OR	0	0.04	0	500	1.85	925	6
UT	10,000	0.04	400	2,000	1.85	3,700	24
WY	10,000	0.04	400	1,640	1.85	3,034	20
TOTAL	66,168	0.04	2,647	32,974	1.85	61,002	372

HIs time = .04 hours
 PLATs time = 1.85 hours
 Workmonth = 173.3 hours

TABLE J - WORKMONTHS FOR RETIRING MICROFILM

STATE	Number of HIs	Number of PLATs	Total	Per Unit	Hourly Total	Workmonth Total
AZ	20,490	8,893	29,383	200	147	1
CA	23,815	9,405	33,220	200	166	1
CO	21,127	8,129	29,256	200	146	1
ID	10,000	3,850	13,850	200	69	1
MT	38,298	13,076	51,374	200	257	2
NM	22,672	16,568	39,240	200	196	2
NV	20,040	9,331	29,371	200	147	1
OR	23,000	9,300	33,300	200	162	1
UT	12,850	4,885	17,735	200	89	1
WY	30,000	10,420	40,420	200	202	2
TOTAL	222,292	93,857	317,149	200	1,581	13

Filming Rate = 200 per hour
 Workmonth = 173.3 hours

[illegible]

1. No of records plus
supplementals.

2. Average No of
actions per day.

3. Total received
1/1981 - 9/24/1981

4. Backlog.

STATE	MTP	OG	USE	HI	Tract/Plot Books	LANDS	MINERAL ENERGY	MINERAL NON-ENERGY	APPLICATIONS	EMPLOYEES AUTHORIZED	RESURVEYS	APPLICATIONS	AUTHORIZATIONS	ASGN/TRANS	RESTORATION	OT
ALASKA (Anchorage)	9,843	24	522	11,305	15	200	0	0	3,304	18	118	0	0	0	0	3,000 AM/L
ALASKA (Fairbanks)	8,743	0	898	8,908	5	35	0	0	3,158	7	98	0	0	0		35
ARIZONA	5,403	3,010	480	20,490	0	19	32	9	982	8	0	270	210	0	8	
CALIFORNIA	7,598	1,488	321	23,815	0	4	12	3	2,230	4	16	522	220	11	14	1
COLORADO	8,129	0		21,127	0	25	125	5	1,892	8	40	553	284	241	0	23
EASTERN STATES					2,587	1	28	5	3,582	2		884				
IDAHO	2,800	800	150	10,000	0	5-10	50-100	1	888	4	5	70	108	0	8	3
MONTANA	7,013	4,788	1,274	38,288	305	3	38.5	.25	3,407	5	0	0	0	0	0	
NEVADA	4,340	3,472	1,518	20,040	0	20	87	1	2,593	7	47	0	0	0	0	17
NEW MEXICO	5,888	5,800	5,300	22,872	0	25	20	2	8,635	4	20	3,400	2	200	100	
OREGON	8,500	2,000	800	23,000	0		30-50		7,419	5	28	3,800	0	0	50	80
UTAH	2,585	2,100	200	12,850	0	2	23	0	1,841	8	0	21	93	0	0	
WYOMING	4,920	3,000	2,500	30,000	0	15	5	1	3,397	7	30	210	0	0	0	0

GLOSSARY OF TERMS

A

ABSTRACT--(noun) A summary or abridgment. A shortened form of a work or record retaining the general sense and unity of the original.
(verb) To summarize. To shorten or condense by the omission of words without sacrifice of sense or continuity.

ABSTRACT OF TITLE--A condensed history of the title to land, consisting of a synopsis or summary of the material or operative position of all the conveyances, which in any manner affects said land or any estate or interest therein, together with a statement of all liens, charges, or liabilities to which the same may be subject.

ACCOUNTING ADVICE--The form for the control and disposition of money, also for input into the ADP system. An accounting advice is completed when a case is closed or a lease is issued.

ACQUIRED LANDS--Federal lands obtained by purchase, condemnation, exchange, or gift under laws other than public land laws. Legally defined as: "...land obtained by the United States through purchase or transfer from a State or private individual and normally dedicated to a specific use."

ACRE-- A unit of measurement. An acre equals 10 square chains, or 43,560 square feet. 640 acres equal one square mile.

ACTION CODE--Code assigned to show steps taken to effect change and notations to the serial register page, such as allowance, issuance, termination, transfer, expiration, etc.

ACTION DATE--Date on which an action occurs. Referring to month, day, and year.

ACTION REMARKS--Presents information concerning filing of mining claims.

ACTION TAKEN--Descriptive narrative of the action code.

ACTIVE FILES--Files which must be retained for the conduct of current work.

ADJUDICATION--The pronouncing of a judgment or decree in a cause; also the judgment given. The legal processing of applications, entries, claims, etc., to assure full compliance with the public-land laws and regulations; also the interpretation of statutes and regulations and their application to a particular set of facts.

ADMINISTRATIVE SITE--A reservation of public lands for use as a site for public buildings, ranger stations, or other administrative facilities.

ADP--Automated Data Processing

ADP SYSTEM--An interacting assembly of procedures, processes, methods, software, ADP equipment and personnel which are capable of accepting information, processing it according to plan, and producing a desired result.

GLOSSARY OF TERMS

Page 2

- AFFIDAVIT**--A written or printed declaration or statement of facts made voluntarily, and confirmed by oath, without notice to the adverse party and without opportunity to cross-examine. Affidavits are usually attached to field notes in support of corner restorations.
- ALIUOT**--Contained an exact number of times in another; a part of a measurement that divides the measurement without a reminder.
- ALIUOT PARTS**--Legal subdivisions, except fractional lots, or further subdivision of any smaller legal subdivision, except fractional lots, by division into halves or fourths ad infinitum.
- ALLOWED APPLICATION**--An application to acquire title to public lands, which has been accepted and approved.
- ALPHANUMERIC**--A term for alphabet letters, numbers, decimal digits, and punctuation marks, as in a typewriter keyboard.
- ANSI**--American Nation Standards Institute--a cooperative group of organizations substantially concerned with the standardization of elements in the field of ADP.
- APPEAL**--A process of civil law origin that entirely removes a controversy to an appellate court for the purpose of obtaining review and possible retrial. In general terms, an appeal takes a case to a higher court.
- APPLICANT**--An individual, corporation, State or local government, etc., applying for rights in, or title to, public lands or resources.
- APPLICANT SURVEY**--An individual, corporation, State or local government, etc., requesting the execution of a cadastral survey.
- APPLICATION**--A formal request for rights in, or eventual title to, public lands or resources.
- APPLICATION PACKAGE**--A series of interrelated routines and subroutines designed to perform a specific task.
- APPROPRIATION OR APPROPRIATED**--Public lands covered by an entry, settlement, claim, location, withdrawal, or reservation that sets the land apart for some particular use or disposal.
- APPROPRIATED PUBLIC LANDS**--Original public domain lands which are covered by an entry, patent, certification, or other evidence of land disposal; for certain purposes, public lands which are within a reservation, which contain improvements constructed with the aid of Federal funds, or which are covered by certain classes of leases are also considered appropriated.
- APPROVED MINERAL SURVEY**--The approval of a mineral survey at the State level is final. No Washington Office acceptance is required as in the case of public land subdivisional surveys.

GLOSSARY OF TERMS

Page 3

APPROVED SURVEY--The terms "approved survey" and "official survey" are often incorrectly used as being synonymous with "accepted survey". Strictly speaking, an "approved survey" is a survey which has the field notes approved and the plat accepted by the BLM official who has been delegated the authority for such action. The proper term is now ACCEPTED SURVEY.... The field notes and plat become OFFICIAL records of the BLM when filed in the appropriate lands office. The field notes and the plats of Mineral Surveys are both APPROVED at the State Office level.

ASSIGNEE--A recipient or grantee. One to whom an interest is given or transferred, usually in writing.

ASSIGNMENT--A transfer or a making over to another of a whole or a part of property, either real or personal, or the giving to another of a right.

ASSIGNOR--A person who assigns a right.

ASYNCHRONOUS--A communication method in which data is sent as soon as it is ready, as opposed to methods where data is sent at fixed intervals.

B

BASE LINE--In cadastral survey, a line which runs in an east-west direction from an initial point.

BASIC--Beginners' All-purpose Symbolic Instruction Code. A programming language designed for personal computers and beginning computer users.

BATCH PROCESSING--A method of processing in which a number of similar items are accumulated and processed at the same time.

BAUD--A unit of signaling speed for information transfer. Speed expressed in bauds is equal to the number of signaling elements per second.

BID--A written or oral offer to purchase or lease

BINARY--A numbering system based on two digits, 0 and 1.

BIT--A contraction of "binary digit". The smallest unit of information in a binary system of notation, usually expressed as 0 and 1.

BOARD OF LAND APPEALS--Under the direction of a Board Chairman, the board exercises jurisdiction over cases involving appeals from decisions rendered by departmental officials relating to the use and disposition of public lands and their resources and the use and disposition of mineral resources in certain acquired lands and in the submerged lands of the Outer Continental Shelf. Persons adversely affected by a decision of a BLM officer or examiner have a right to appeal to the board. The Board is in the Office of Hearings and Appeals, the Office of the Secretary of the Department of the Interior....Decisions of the Board on such appeals shall be final for the Department.

GLOSSARY OF TERMS

Page 4

BONA FIDE RIGHTS--Rights, such as in ownership of land, which are real, actual, genuine, and worthy of acceptance. Rights acquired in good faith under the law.

BOND--An agreement in writing in which one agrees to pay a specific amount of money to another in damages in the event of default in performance by the party who is bonded. These can be corporate surety bonds, bonds with individual sureties, or personal bonds with negotiable Federal securities.

BONUS--A lump sum paid to the United States by a successful bidder for a mineral lease, such payment being in addition to the rents and royalties specified in the lease.

BONUS PAYMENT--Usually a one-time payment made to a landowner or working interest owner in consideration for assigning, leasing or farming out an oil, gas, or mineral lease to the person paying the bonus.

BUFFER--A storage device used to compensate for a difference in rate of flow of data or time of events.

BYTE--A group of bits treated by the computer as a single unit of information.

C

CADASTRAL SURVEY--A survey which creates, marks, defines, retraces or reestablishes the boundaries and subdivisions of the public lands of the United States.

CANCELLATION (Lands)--An abrogation of a right in the public lands because of noncompliance with the public land laws or because of expiration of time limits.

CARDINAL DIRECTIONS--True north, south, east, or west.

CASE--A state of things requiring discussion, decision, or investigation. a statement of facts, reasons, etc., used to support an argument.

For BLM, a case may be defined in a variety of ways depending on what action is required and/or various State procedures. However, the two statements above do define that some action is required.

CASE FILE--A file, or folder, containing all legal documents and hard copies of data relating to a case.

CASE TYPE--Relates to identification of each specific mining claim, pertaining to lode and placer claims and mill or tunnel sites.

CATHODE RAY TUBE (CRT)--A television-like picture used in visual display terminals. Often used to refer to the terminal itself (CRT).

CENTRAL PROCESSING UNIT (CPU)--The component of a computer which controls the interpretation and execution of instructions.

GLOSSARY OF TERMS

Page 5

CHARACTER--A single printable letter, numeral, or symbol used to represent data. Also includes non-visual control characters such as space, tab, carriage return, line feed, cursor position, etc.

CITY--Location for mailing use.

CLAIMANT--An individual or other entity asserting title to, or rights in, public lands.

CLASSIFICATION--Designation of public lands as being valuable or suitable for specific purposes, uses, or resources.

CLASSIFICATION OF LANDS--The process of determining whether the lands are more valuable or suitable for transfer or use under particular or various public land laws than for retention in Federal ownership for management purposes.

CLASSIFICATION WITHDRAWAL--A withdrawal of public lands which is made pending examination of the lands to determine their suitability for certain purposes and for classification for those purposes.

CLEAR LIST--A selected list of public lands which has been prepared for approval by the Secretary of the Interior or the Director of the Bureau of Land Management; also, an official statement from an interested Federal agency or official which indicates that no apparent objection exists to a proposed action with respect to public lands.

CLEAR LIST APPROVED--The approved title document with certification that conveys title to public land selected as indemnity for school lands lost by natural deficiency or prior appropriation.

~~COBAL~~ COBOX--Common Business-Oriented Language. A programming language well suited to business applications involving complex data records and large amounts of printed output.

COLOR OF TITLE--If a claim to a piece of real property is based upon some written instrument, although a defective one, the person is said to have "color of title." A claim which has as its basis that which the law considers prima facie a good title, but which, by reason of some defect not appearing on its face, is not in fact a title. Federal withdrawn land is not subject to the Color-of-Title Act.

COMMODITY CODE--The code of a mineral resource occurring upon or within the crust of the earth and of value for trade or commerce.

COMPENSATORY ROYALTY--Money paid by an oil and gas lessee to compensate the Federal Government for the loss of royalty on oil or gas drained from the leased lands through wells on other lands from which the Government receives no royalty or receives royalty at a lower rate than would be paid for production from the leased lands which are being drained.

COMPETITIVE LEASE, OIL OR GAS--An oil or gas mineral lease, covering public lands within a known producing oil or gas field, which is issued to the successful bidder at public auction or through sealed bids.

GLOSSARY OF TERMS

Page 6

COMPLETION--The process of finishing and equipping an oil or gas well for production after the well has been drilled to its total depth and tests have indicated that the well may produce commercial quantities of oil or gas.

COMPUTER--A device which can perform computations, including arithmetic and logic operations, without intervention of a human being.

COMPUTER SYSTEM--The actual computer hardware, which consists of the processor unit, operator terminal, input and output devices, and auxiliary storage devices.

COMPUTER NETWORK--Refers to the computer(s), programs, terminals, and communication lines necessary to facilitate geographical distribution of computer operations in addition to time-sharing operations.

COMPUTER OUTPUT MICROFILM (COM)--A technique used to record output from a computer as very small images on roll or sheet film.

CONDEMNATION--In real property law, the process by which property of a private owner is taken for public use, without his consent, but upon the award of payment of just compensation. It has the nature of a forced sale and the condemner has the position toward the owner of a buyer toward a seller.

CONFLICT--In connection with adjudication, any factor with respect to land status which serves as a bar to the approval of an application, often, an application which was filed or allowed prior to, or simultaneously with, the filing of another application for similar rights on the same lands.

CONTEST--Proceedings against a filing, claim, or entry alleging that same does not meet the requirements of the public land laws. It may be initiated by the Government or by an adverse claimant.

CONTIGUOUS LANDS AND CONTIGUOUS LEGAL SUBDIVISIONS--Lands or legal subdivisions having a common boundary.

CONTROL DOCUMENT INDEX (CDI)--A reference file consisting of microphotographic copies of legal documents mounted in aperture tabulating cards arranged by State, meridian, and township.

CORNER--A point determined by the surveying process that fixes the boundaries of various subdivisions represented on the official plats used as: section corner, quarter-section corner, meander corner.

CONVEYANCE--In real property law, a transfer of legal title to the land.

COUNTY--The largest territorial division within a state for political, administrative, and geographical purposes (includes borough or parish).

CURSOR--A displayed symbol marking the position on a CRT screen where the next character may be read or written.

D

DATA--A representation of facts, concepts, or instructions in a formalized manner suitable for communication, interpretation, or processing by humans or machines.

DATA, STORAGE AND RETRIEVAL--the process of recording and extracting data from auxiliary storage devices using a computer.

DATABASE--A collection of interrelated data stored together with a minimum of redundancy to serve multiple applications.

DATABASE MANAGEMENT SYSTEM--A series of programs used to establish a database, update the database, and query the database.

DATA ELEMENT DICTIONARY (DED)--The dictionary is a repository for all definitive information about the data elements including their use, meanings, sources, characteristics, relationships, authorities, etc. It contains data as well as the descriptions of data plus how the dictionary functions. Examples of contained data are state and county names and numbers (DE 0002), case types, and related authorities (DE 2961).

DEDICATED LINE--A leased telephone line reserved for the exclusive use of one customer, or for one terminal.

DECISION--A decision is the reduction to writing of the adjudicative process. A decision orders the disposition of a case in a certain way, and contains a statement of the facts, laws, and reasoning which require that disposition.

DEED--A document which transfers title to real property. In those instances where a complicated metes and bounds description is the only description available, a deed may be used to transfer fee-simple interest in public lands. A patent would be issued under normal conditions where a cadastral survey plat shows a description by legal subdivisions.

DIGITIZE--To convert an analog measurement of a physical variable into a numerical value, thereby expressing the quantity in a digital form.

DIGITIZER--A data entry device which can scan images and transmit those images as digital impulses to a computer.

DISK OPERATING SYSTEM (DOS)--The programs which control storage and reading of information into disks.

DISPOSITION--A transaction which leads to the transfer of public lands, and/or resources in these lands, from the Federal Government.

DISPOSAL, LAND--A transaction that leads to the transfer of title to public lands from the Federal government.

D

DISTRICT OFFICES (BLM)--The States and cities in which BLM district offices are currently located.

DISTRIBUTED DATABASE--The concept of distributing portions of a database at remote sites where the data is most frequently referenced.

DOCUMENT--1) An instrument on which is recorded by means of letters, figures, marks or symbols, information which may be relied upon as the basis, proof or support of something. A deed, agreement, title paper, letter or other written instrument used to prove a fact. 2) To furnish written evidence. To provide with factual or substantial support for statements made or a hypothesis proposed; especially, to equip with exact references to authoritative supporting information.

DRUM PRINTER--A type of high-speed printer that features a cylindrical drum that relates to position characters for printing.

DUMB TERMINAL--A terminal that is used to accept keyed data and transmit that data to a computer with no other processing capabilities.

E

EASEMENT--An interest or right in land owned by another that entitles its holder to a specific limited use; such as laying a sewer, crossing over property, or putting up power lines.

ELECTRONIC FUNDS TRANSFER--A method of receiving and paying for goods and services by which funds are transferred from one account to another electronically under the control of one or more computer systems.

EMINENT DOMAIN--The right of governmental agencies to take private property for public use.

ENCROACHMENT--An unlawful and adverse intrusion within the boundary of a property, such as cultivation of the soil, enclosure by fence, the construction of an improvement, extension of a tunnel, underground operation or comparable act.

ENCUMBRANCE--Any right or interest in land which makes it subject to a charge or liability. Encumbrances include mortgages, judgment liens, attachments, leases, deed restrictions, unpaid taxes, inchoate rights of dower, etc.

ENTRY--An application to acquire title to public lands.

ENVIRONMENTAL ASSESSMENT (EA)--A concise public document used by Federal agencies to determine whether, as a result of a proposal, to prepare an environment impact statement (EIS) or a finding of no significant impact (FONSI). At the minimum, an EA briefly discusses the need for the proposal, alternatives, environmental impacts of the proposal and alternatives, and a listing of persons and agencies consulted.



E

EQUITY--A system of law originating in the English chancery and comprising a settled and formal body of legal and procedural rules and doctrines that supplement, aid, or override common and statute law. Rules of equity are designed to protect rights and enforce duties as created and defined by law. In another legal meaning, "equity" is the remaining interest belonging to one who has pledged or mortgaged his property, or the surplus of value which may remain after the property has been sold to satisfy liens. The amount of value of a property above the total liens or charges.

EXCHANGE--A transaction whereby the Federal Government receives land in exchange for other land and/or timber.

EXECUTIVE ORDERS--Proclamations made by Presidents of the United States insofar as they pertain to public lands; they affect the status either by classification, withdrawal, or restoration. Public Land Orders are now utilized to perform this same function.

EXPIRATIONS--Leases automatically expire by operation of laws; no notification to lessee is normally necessary. Expirations are identified by ADP printout.

EXTERNAL INPUT--Those items that are generated outside the case processing module and that are needed to perform functions within the module.

EXTERNAL INPUT/OUTPUT--Those materials generated outside the case processing system that are distributed to both the case file and the applicant simultaneously.

EXTERNAL OUTPUT--Those items that are required to notify the applicant and the public and/or are used in the appeals process.

F

FACSIMILE--Transmission of photos, maps, drawings, diagrams, and other graphic data by communication channels. The image is scanned at the transmission site, transmitted as a series of impulses, and reconstructed at the receiving site to be duplicated on paper.

FEDERAL LAND--All classes of land owned by the Federal Government.

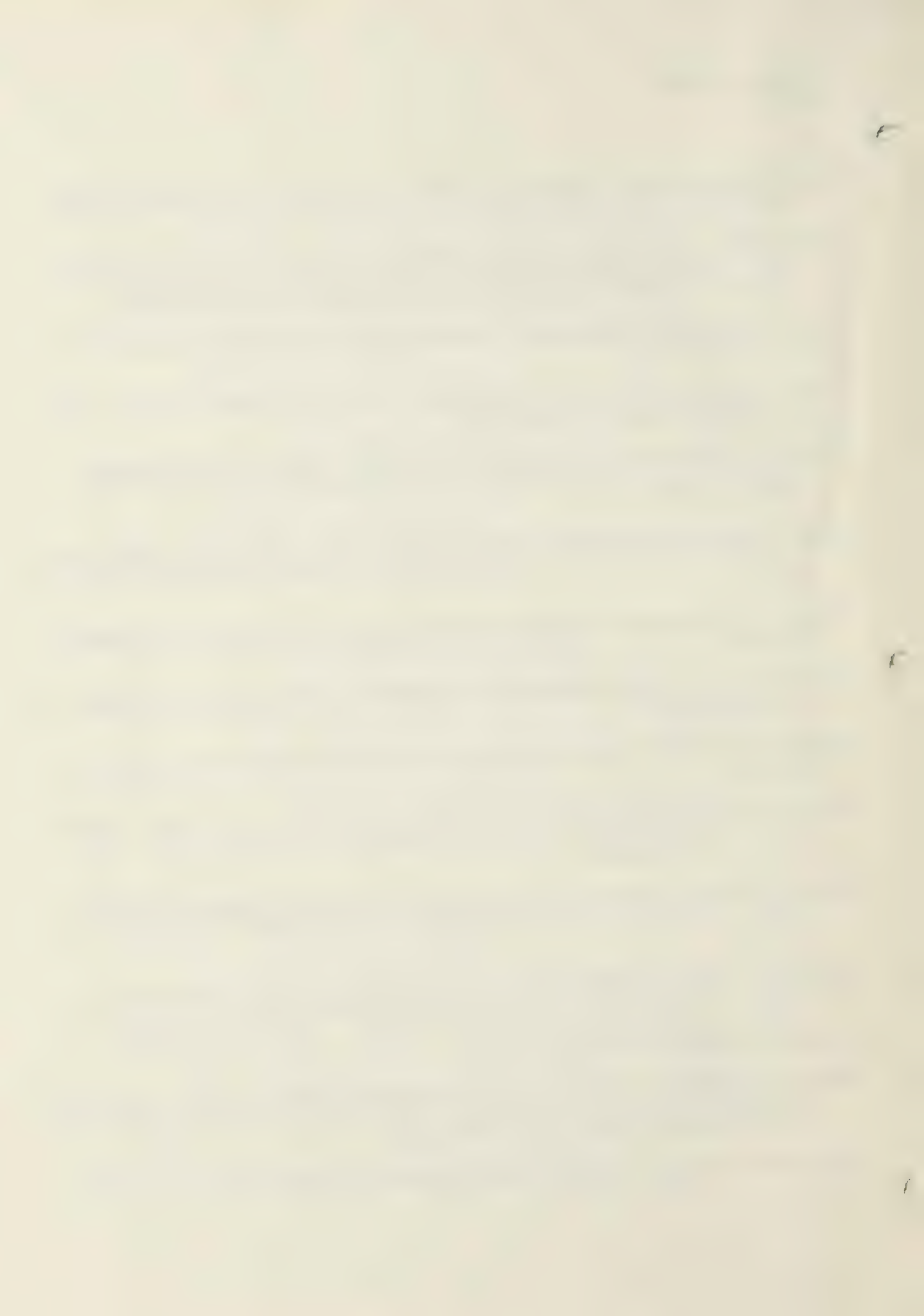
FEDERAL LAND POLICY AND MANAGEMENT ACT (FLPMA)--P.L. 94-579, Act of October 21, 1976: BLM's organic act which established public land policy and established guidelines for administration.

FEE--The true meaning of the word "fee" is the same as that of "feud" or "fief," and in its original sense it is distinguished from "allodium," which is defined as a man's own land, possessed in his own right, without owning any rent or service to any superior. In modern English tenures, "fee" means an estate of inheritance clear of any condition, limitation, or restriction to particular heirs, but descendable to the heirs in general, male or female, lineal or collateral. In American law, the terms "fee," "fee simple" and "fee simple absolute" are equivalent.



F

- FIELD EXAMINATION--An examination conducted by Bureau (or Bureau-directed) personnel, made on the ground.
- FIELD NOTES--The official written record of a land survey, certified by the field surveyor, and approved by proper authority, providing courses and distances of lines surveyed and descriptions of corner monuments.
- FILE--An organized collection of records directed toward some purpose and treated as a unit.
- FILES--Any papers or records accumulated in filing equipment, boxes, or shelves occupying office or storage space.
- FILING--An application or other proper document, which has been submitted to the proper official or office, or, an application pursuant to the Mineral Leasing Act.
- FINAL CERTIFICATE--A document which evidences that an entryman is entitled to a patent provided that no irregularities are found in connection with his entry.
- FIRMWARE--Hardware that contains built-in programs that cannot be changed by the user.
- FLOPPY DISK--A storage medium where information is recorded on the surface of a flexible disk.
- FLOWCHART--A graphic representation of sequence of operations in a computer program.
- FORMAT--A predetermined arrangement of data to facilitate an orderly presentation. The appearance of an entire document in relation to type, page layout, and headings.
- FORTRAN--Formula translation--a widely used programming language generally used in scientific applications, but now widely adapted for commercial problems.
- FRACTIONAL TOWNSHIP OR SECTION--A situation called "natural deficiency" caused by surveys creating fractional measurements due to the presence of a large meanderable body, impassable objects, a State or reservation or grant boundary, or similar reserves.
- FRONT-END PROCESSOR--A sophisticated, programmable communications control unit consisting of a computer designed to handle communications functions to relieve the main computer of these tasks.
- FULL DUPLEX--Pertains to simultaneous two-way and independent transmission.



G

GENERAL LAND OFFICE--The agency which was formerly responsible for the execution of the public land laws relating to cadastral surveys and land disposals, and to various other activities with respect to the administration and management of the public lands. It was established as a unit of the Treasury Department in 1812, and so remained until 1849, when it became a part of the newly created Department of the Interior. It was abolished in 1946 when its functions were combined with those of the Grazing Service to become the Bureau of Land Management.

GENERAL PURPOSE COMPUTERS--Computers that can perform any task by changing the application program in the main computer storage.

GEOGRAPHIC STATE--The geographic state in which the claim is located.

GOVERNMENT CONTEST--A proceeding initiated by the Government to determine the validity of a claim.

GRAPHIC--Any display of alphanumeric data including maps, overlays, graphics, charts, etc., in either a two or three dimensional configuration.

GRAPHIC DISPLAY TERMINAL--CRT terminals capable of displaying not only letters of the alphabet and numbers but also graphs and drawings as well.

GRANT--Lands, title to which has been confirmed or conferred to the United States for a particular reason or purpose.

GRANTEE--One to whom a grant is made. The recipient of the right-of-way, patent, deed, or other benefit.

GRANTOR--The person who makes the grant.

GUARANTEE OF TITLE--A certification which ensures that the title exists in fact as described. Often issued by title-guarantee companies or by the state, as in the case of a Land Court certificate.

H

HARD COPY--A machine-printed document in a readable form, also called a printout.

HARDWARE--The physical equipment that makes up a computer system.

HEARING, CONTEST--Formal proceedings for the taking of evidence from the parties to the contest and their witnesses.

HISTORICAL INDEX--A chronological summary of all actions which affect, have affected, or will affect the title to, disposition of, or use status of lands and resources within a township.

HISTORICAL RECORDS--Contain information about the Bureau's origin, functions, organization, and accomplishments on policies, decisions, and procedures and reasons on which they are based; and on relevant social and economic conditions and legislation. They are required for current use and generally have permanent retention value.

H

HOST--A computer providing the controlling intelligence in a system with two or more computers operating together. The host computer may also provide intelligence for one or more "dumb" terminals.

I

INACTIVE FILES--Files which are seldom referred to in the conduct of current work.

INDEPENDENT RESURVEY--An establishment of new section lines for the public land which are independent and without reference to the corners of the original survey, while, at the same time, preserving the boundaries of the alienated lands.

INPUT--The data to be processed.

INQUIRY--A request from a terminal operator to a computer system for information.

INSTRUMENT, LEGAL--A written document. A formal or legal document in writing, such as a contract, deed, lease, will, bond or other writing of a formal or solemn character, such as a document given as a means of affording evidence.

INTELLIGENT TERMINAL--A programmable terminal capable of interacting with the central site computer and performing limited processing functions at the remote site.

INTERACTIVE--A computer mode of operation where the operator has the option of making decisions during the execution of a program which affects the operation of a program. Contrasts with batch processing, which does not allow for correcting errors or intervening in the process.

INTERACTIVE COMPUTING--Using a computer so that the user is in control and may enter data or make other demands on the system, which responds by the immediate processing of user requests and returning appropriate replies to those requests.

INTERFACE--The shared connection of boundary between two devices or systems; the point at which two devices or systems are linked.

INTEREST--As applied to lands, "interest" means any direct or indirect ownership in whole or in part of the lands and resources of the lands. It includes any participation in the earnings therefrom, or the right to occupy or use the property or to take any benefits therefrom based upon lease or rental agreements, or upon any formal or informal contract with a person who has such an interest. It includes membership in a firm, or ownership of stock or other securities in a corporation which has such an interest.

INTEREST RELATIONSHIP--Code to indicate interest in or relationship of named party to a case.

I

INTERNAL--Data generated by BLM or Federal agencies that generate case related materials that are filed within the case.

ISOLATED OR DISCONNECTED TRACT--A tract of one of more contiguous legal subdivisions completely surrounded by lands held in non-Federal ownership or so effectively separated from other federally owned lands by some permanent withdrawal or reservations as to make its use with such lands impracticable. A tract is considered isolated if the contiguous lands are all patented, even though there are other public lands cornering upon the tract. For sale purposes under R.S. 2455, an isolated tract was a parcel of vacant public lands (not exceeding 1,520 acres) which was surrounded by appropriated public lands and/or private lands. (repealed by FLPMA)

J

JOB--A collection of one or more tasks grouped by the user as being related pieces of work.

JUDGMENT--In law an official formal decision given by a court, in another meaning, an obligation (as a debt) created by the decree of the court.

K

KCLA (Land Status Records)--Known Coal Leasing Area.

KGRA (Land Status Records)--Known Geothermal Resource Area.

KGS (Land Status Records)--Known Geologic Structure.

KNOWN GEOTHERMAL RESOURCE AREAS (KGRA)--An area in which the geology, nearby discoveries, competitive interests, or other indicators would, in the opinion of the Secretary, engender a belief in men who are experienced in the subject matter that the prospects for extraction of geothermal steam or associated geothermal resources are good enough to warrant expenditures of money for that purpose.

KNOWN GEOLOGIC STRUCTURE (KGS)--A geological trap in which an accumulation of a valuable mineral product has been discovered by drilling and determined to be productive, the limits of which include all acreage that is presumptively productive.

L

LANDS OPEN TO MINERAL LOCATION--Lands held by the United States for disposal under the land laws are open to mineral location. Land specifically withdrawn, such as national parks, national monuments, military reservations, and Indian lands are not subject to location. Minerals found within a national forest are subject to location provided the discovery is such that it would justify an ordinary prudent person his expenditure of time and effort in developing a paying mine. Without the existence of



L

commercial value, mineral claims within a national forest are not valid locations. Lands such as the beds of navigable bodies of water and land between high and low-water mark are not subject to location under the Federal mining laws.

LAND STATUS RECORDS--Those records maintained by the Bureau of Land Management, showing ownership of the public lands and the availability of the lands for use under the public land laws. The land status records include the Master Title Plat, Supplemental Master Title Plat, Use Plat, Historical Index, Control Document Index, Miscellaneous Document Index, Serial Register, Mineral Location and Contest Index, Tract Books, Plat Books, Patents, Deeds Name Index Card File, and the Working and Reference Records.

LEASABLE MINERALS--Oil and gas; oil shale; coal; potash; phosphate; sodium; sulphur in Louisiana and New Mexico; gold, silver, and quicksilver in certain private land claims; and silica deposits in certain parts of Nevada.

LEASE--1) A contract granting possession or control of real property for a determined period. 2) The act of granting the lease. 3) The act of the lessee in taking the lease.

LEASED LINE--A communication link reserved for the exclusive use of one customer, or one terminal. (See also "dedicated line.")

LEGAL DESCRIPTION--A written statement recognized by law as to the definite location of a tract of land by reference to a survey, recorded map, or adjoining property.

LEGAL RECORDS--Include those which establish rights or obligations of the Bureau, its employees, and persons or organizations with which it conducts business. They are retained until the rights or obligations are satisfied. When they establish precedents, they may have permanent retention value.

LEGAL TITLE--Title enforceable in a court of law, which is apparently complete and perfect and is generally associated with record ownership.

LOCATION--In mining, the perfecting of a right to possession of a mining claim for mining purposes. This includes the staking of the claim, sinking a discovery shaft, discovery of a valuable mineral, posting a notice of location, and recording the claim. In a broad sense there are four types of location: lode or vein, place, tunnel, and mill site. In a secondary meaning, a location is the mining claim covered by an act of appropriation or location.

LOCATION NOTICE--In mining, a public notice of location of a mining claim. The object of the notice is to inform the public. It must be filed and posted on the ground according to the laws of the state where located. Usually it sets forth the name of the locator, the date, the name of the claim, and a tie to a corner of the public land surveys. The essential requirement of a location notice, however, is that it must so describe and identify the location that it can be found by anyone interested in doing so, and that the boundaries may be readily traced on the ground.

L

LODE CLAIM--A mining claim embracing public lands which contain minerals occurring in a vein or lode.

LOT--A subdivision of a section which is not described as an aliquot part of the section, but which is designated by number, e.g., LOT 2. A lot may be regular or irregular in shape, and its acreage varies from that of regular subdivisions.

The term "Government Lot" is commonly used by persons outside the Bureau of Land Management in referring to such a subdivision or section. "Lot" is also the name given individual parcels of recorded subdivisions of private tracts.

M

MAILING ADDRESS--Street or box number identification for mailing use.

MAINFRAME--Large macrocomputers that are capable of processing large amounts of data at very fast speeds with access to billions of characters of data.

MAP--A representation on a plane surface, at an established scale, of the physical features (natural, artificial, or both) of a part or the whole of the earth's surface, by means of signs and symbols, and with the means of orientation indicated.

MASTER TITLE PLAT--A composite of the survey plats of a township on which is shown the ownership and land status.

MEMORY--The main, high-speed storage area in a computer where instructions for a program being run are temporarily kept; also, a device in which data can be stored and retrieved.

MENU--A list of possible activities a program can perform.

MENU DRIVEN--A computer program that primarily uses menus for its user interface rather than a command language.

MERIDIAN--1) A north-south line from which longitudes (or departures) and azimuths are reckoned; or a plane, normal to the geoid or spheroid defining such a line. 2) A flag or sight near a survey camp used to test solar transits for adjustment.

METES AND BOUNDS--A method of describing a parcel of land by citing the owners of abutting lands and describing the length of each course of a boundary as "along" some apparent line, such as, "along a stream" or "along the road."

MIRCOCOMPUTER--A computer system commonly consisting of a CRT, keyboard, and limited storage capacity, usually the least expensive of the computers.

MICROFICHE--A sheet of film on which information is recorded in miniature.

MICROPROCESSOR--The electronic components of an entire central processor unit created on a very small silicon chip.

minicomputer: a computer system that has a smaller computer storage, slower processing speeds, and lower cost than large computer systems.

M

MINERAL--A substance that is recognized as mineral, according to its chemical composition, by the standard authorities on the subject or is classified as a mineral product in trade or commerce, or possesses economic value for use in trade.

MINERAL APPLICATION--An application to purchase public lands which are held as a mining claim or which are desired as a mill site.

MINERAL EXAMINER--An employee of the Bureau of Land Management who, prior to patent, conducts a field examination to determine the validity, under the law, of a mining claim. To be a bona fide claim, for example, the discovered mineral deposit must be valuable.

MINERAL CLAIM--A parcel of land probably containing valuable mineral in its soil or rock, and appropriated by an individual, according to established rules, by the process of "location."

MINERAL CLASSIFICATION--Classification of public lands as being valuable for a specified mineral (or minerals); also, the public lands so classified.

MINERAL IN CHARACTER--Lands where the mineral is ordinarily in sufficient quantity to add to their richness and to justify expenditures for its extraction.

MINERAL LANDS--Public lands which have been classified as containing, or are known to contain, valuable minerals.

MINERAL LEASE--A lease under the Act of February 25, 1920 (The Mineral Leasing Act), as amended and supplemented. It authorizes the development and production of certain leasable minerals from public lands.

MINERAL LEASING ACT--Act of February 25, 1920 (41 Stat. 437: 30 U.S.C. 181 et seq.), authorizing leasing of public lands for extraction of oil, gas, coal, phosphate, sodium, and other minerals.

MINERAL MONUMENT--A monument which is established in connection with a mineral survey.

MINERAL PERMIT--A permit which authorizes prospecting for certain leasable minerals on public lands.

MINERAL RESERVATION--A clause in a patent which retains minerals in Federal ownership.

MINERAL RIGHTS--Rights which attach only to mineral deposits; the rights of one who owns the mineral estate (subsurface).

MINERAL SURVEY--A survey of a mining claim, performed either by cadastral survey or by an approved surveyor.

M

MINERAL VALUABLE--A deposit of a mineral ore or substance which is useful in commerce or the arts, occurring in quantity and quality sufficient to justify its mining and removal for sale; also, any quantity of such ore or substance in a vein or lode, the size and continuity of which are such as to justify an ordinarily prudent man in the expenditure of his labor and means in an effort to develop a paying mine.

MINERAL WITHDRAWAL FOR CLASSIFICATION--A withdrawal of public lands which are potentially valuable for leasable minerals. The withdrawal precludes the disposal of the lands except with a mineral reservation clause unless the lands are found, upon examination or by other competent evidence, not to contain a valuable deposit of minerals.

MINICOMPUTER--A computer system that has a smaller computer storage, slower processing speeds, and lower cost than large computer systems.

MODEM--Modulator/demodulator--a device that converts computer signals (data) into high frequency communications signals and vice-versa. These signals can then be sent over telephone lines.

MULTIPLE USE--The management of the public lands and their various resource values so that they are utilized in the combination that will best meet the present and future needs of the American people; making the most judicious use of the land for some or all of the resources or related services over areas large enough to provide sufficient latitude for periodic adjustments in use to conform to changing needs and conditions; the use of some land for less than all the resources; a combination of balanced and diverse resource uses that takes into account the long-term needs of future generations for renewable and non-renewable resources, including, but not limited to, recreation, range, timber, minerals, watershed, wildlife and fish and natural scenic, scientific and historical values; and harmonious and coordinated management of the various resources without permanent impairment of the productivity of the land and the quality of the environment with consideration being given to the relative values of the resources and not necessarily to the combination of uses that will give the greatest economic return or the greatest unit output.

MULTIPLE USE ACT--Refers to Public Law 167, whose principal is the maximum utilization and development of the public lands, not only through the separation of the surface rights from the subsurface rights, but also from the granting of two or more compatible surface uses and two or more compatible sub-surface uses or combination thereof to the two or more parties.

MULTIPLEX--The division of a transmission facility into two or more channels; permits simultaneous transmission of two or more messages on a single channel.

MULTIPROGRAMMING--The concurrent execution of two or more computer programs on one computer system.

N

NATIONAL ENVIRONMENTAL POLICY ACT OF 1969 (NEPA)--(Public Law 91-190, 83 Stat. 852.) An act signed into law January 1, 1970 that established a policy for protecting environmental resources, required Federal agencies to assess the impacts of their proposed actions, and established the Council on Environmental Quality.

NATIONAL FOREST--A reservation of a forest or watershed which is administered by the Forest Service, United States Department of Agriculture.

NATIONAL MEMORIAL--A reservation embracing memorials of national interest which is administered by the National Park Service, United States Department of the Interior.

NATIONAL REGISTER OF HISTORIC PLACES (NATIONAL REGISTER)--A Federal Government listing of "...districts, sites, buildings, structures, and other objects significant in American history, architecture, archeology, and culture." The National Register is maintained by the National Park Service, U. S. Department of the Interior, and is published in its entirety in the Federal Register each year in February. Addenda are published on the first Tuesday of each month. Federal agencies are required to consult the National Register to identify any NR properties that may be impacted by a proposed action or undertaking.

NATIONAL MONUMENT--A reservation embracing objects of historic and scientific interests which is administered by the National Park Service, United States Department of the Interior.

NATIONAL PARK--A reservation embracing recreational areas which is administered by the National Park Service, United States Department of the Interior.

NATIONAL RESOURCE LANDS--All of the lands administered by the Bureau of Land Management.

NETWORK--A group of computers connected to each other by communications lines to share information and resources.

NOISE--Any disturbance that interferes with the normal operation of a device or system--can be random electrical signals introduced by circuit components, or natural disturbances that downgrade the performance of a communication channel.

NON-BUREAU ENERGY INITIATIVE (NBEI)--A lands and realty action resulting from an application to acquire or use BLM-managed lands for purposes related to the development or the distribution of energy resources.

NONCOMPLIANCE--Whenever the lessee fails to comply with any of the provisions of the act or the regulations issued thereunder, the lease may be canceled if not known to contain valuable deposits of oil and gas after notice to lessee in accordance with Section 31 of the act.

N

NOTICE--The communication of a pending action; the notification of parties of action about to be taken. This is a part of due process.

NOTICE OF REALTY ACTION (NORA)--A published notice to the general public of a realty-related action proposed by the BLM.

O

OFF-LINE--Equipment or devices not under direct control of the CPU, or terminal equipment that is not connected to a transmission line.

ON-LINE SYSTEM--A system in which terminals have direct and continuous access to a host computer.

OPERATOR--A person, partnership, corporation, or other entity that has the right, obtained contractually from co-owners, to exercise the direct supervision over the drilling of, or production from, a gas or oil well.

ORIGINAL PUBLIC DOMAIN--All the lands obtained by the Government by: cession from the Thirteen Original States (1789-1802); by the Louisiana Purchase (1803); by the cession from Spain (1819); but the occupation of the Oregon Territory (1846); by the Mexican Cession (1848); by the purchase from Texas (1850); by the Gadsden Purchase (1835); and by the purchase of Alaska (1867). The State of Tennessee, although within the area covered by the Thirteen Original States, is not properly considered a part of the original public domain.

OUTPUT--Data that has been processed.

OVERRIDING ROYALTY INTEREST--An interest in the oil and gas production attributable to a specific oil and gas lease or leases, or an interest in the proceeds from the sale of oil and gas production therefrom, which interest is carved out of the working interest and which interest is to be received without any obligation as to cost of drilling, development, operation or maintenance.

P

PARALLEL CONVERSION--Processing data in both the old system and the new system and comparing the results.

PASSWORD--A protected word or string of characters that identifies or authenticates a user, a specific resource, or an access type.

PATENT--A document by which the United States conveys, to those entitled thereto, legal title to some portion of the public lands.

PATENT RESERVATION--A clause in a patent or instrument of conveyance by which the grantor creates and reserves to himself some right or interest in the estate granted, which had no previous existence, but is called into being

P

by the patent. The reservation is always in favor of, and for the benefit of, the grantor; thus a right-of-way grant which exists at the time the patent is issued can never amount to a reservation unless the right-of-way is for the benefit of the United States. Otherwise, a valid existing right-of-way should be protected by issuing the patent "subject to" the right-of-way.

PD (Land Status Records)--Public Domain

PERIPHERAL EQUIPMENT--The auxillary machines, either on-line or off-line, that may be placed under the control of a central computer.

PERMIT--A short-term (generally under 3 years), revocable authorization to use public lands for specific purposes.

PLAN OF DEVELOPMENT--The general outline of how a definitely proposed or authorized project is to be implemented.

PLAT--As used technically by the BLM, the drawing which represents the particular area included in a survey, such as a township, private land claim or mineral claim, and the lines surveyed, established, retraced or resurveyed, showing the direction and length of each such line; the relation to the adjoining official surveys; the boundaries, descriptions, and area of each parcel of land subdivided; and, as nearly as may be practicable, a representation of the relief and improvements within the limits of the survey.

PLOTTER--Device capable of producing drawings as hard copy output from a computer.

PRINCIPAL OR MAJOR USES--A term used in FLPMA that includes, and is limited to domestic livestock grazing, fish and wildlife development and utilization, mineral exploration and production, right-of-way, outdoor recreation, and timber production.

PRODUCING LEASE (OIL AND GAS)--A lease to public lands which are within a known producing structure or upon which a discovery has been made.

PROGRAM--the complete sequence of instructions and routines needed to solve a problem or to execute directions in a computer.

PROSPECT--An undeveloped oil or gas property which may be covered by one or more oil and gas leases located in an area of geological interest.

PROSPECTING LEASE (OIL OR GAS)--A lease authorizing the exploration, development, and production of oil or gas from public lands which are not known to contain such deposits.

PROTEST--A formal statement of objection, dissent, or disapproval in regard to some act about to be done or already performed, such as an objection to an application, entry, claim, etc.

P

PROTOCOL--The specific line control procedure by which a CPU and remote terminals are allowed to exchange information.

PRUDENT MAN TEST--Also called "prudent man rule." In determining whether or not a mineral deposit is "valuable" under the meaning of the law, discovered deposits must be of such a character that a person of ordinary prudence would be justified in the expenditure of his labor and means, with a reasonable prospect of success, in developing a paying mine.

PRINCIPALS MERIDIAN--The meridian extended from an initial point, upon which regular quarter quarter-section, section and township corners have been or are to be established.

PROPERTY--Used commonly to denote everything which is the subject of ownership. It extends to every species of valuable right and interest, and includes real and personal property.

PUBLIC DOMAIN--The term applied to any or all of those areas of land ceded to the Federal Government by the Original States and to such other lands as were later acquired by treaty, purchase or cession, and are disposed of only under the authority of Congress.

PUBLIC LANDS--(1) The term "public lands" means any land and interest in land owned by the United States within the several States and administered by the Secretary of the Interior through the Bureau of Land Management, without regard to how the United States acquired ownership, except--
(a) lands located on the Outer Continental Shelf; and
(b) lands held for the benefit of Indians, Aleuts, and Eskimos.
(2) Includes a) the remaining public domain of the United States, b) reservations, other than Indian reservations, created from the public domain, c) lands withdrawn, reserved or withheld from private appropriation and disposal under the public land laws, including the mining laws, d) outstanding interests of the United States in lands which have been patented or otherwise conveyed under the public land laws, e) National Forests, f) wildlife refuges and ranges, and g) the surface and subsurface resources of all such lands.

PUBLIC LAND LAWS--The body of laws which regulates the administration of the public lands and the resources thereon.

PUBLIC LAND ORDER--An order effecting, modifying, or canceling a withdrawal or reservation. Such an order is issued by the Secretary of the Interior pursuant to powers delegated to the Secretary by the Federal Land Policy and Management Act of 1976.

PUBLIC LAND STATES--Those states created out of the public domain of the United States. They are: Alabama, Alaska, Arizona, Arkansas, California, Colorado, Florida, Idaho, Illinois, Indiana, Iowa, Kansas, Louisiana, Michigan, Minnesota, Mississippi, Missouri, Montana, Nebraska, Nevada, New Mexico, North Dakota, Ohio, Oklahoma, Oregon, South Dakota, Utah, Washington, Wisconsin and Wyoming.

Q

QUARTER SECTION--One-fourth of a section; 160 acres.

QUERY--Retrieval of data excluding retrievals for land and mineral case processing purposes.

QUERY FREQUENCY--Number of retrievals per case per year (active and inactive) (inactive = dormant or dead).

QUERY LANGUAGE--A language provided as a part of database management systems that provides for easy access to data in a database.

QUEUE--A group of messages, or data, waiting for processing or transmission.

QUIT-CLAIM DEED (BUREAU OF LAND MANAGEMENT)--The type of deed used to relinquish all claims of the United States in lands which were conveyed to the United States in connection with some transaction. A deed which does not allege ownership.

R

RANDOM ACCESS--The ability to retrieve records without reading any previous records.

RANDOM FILE UPDATING--The process of updating files in which each master record is individually retrieved without searching through each master record sequentially.

RANGE--A north-south tier of townships or sections. A range of townships is described by its relationship to the principle meridian.

RECLAMATION WITHDRAWAL--A withdrawal of public lands in connection with a reclamation project.

RECORD--1) The approved field notes and plat of a survey. 2) A value of area, bearing or distance from the approved field notes. 3) The act of recording a document, as in a county. 4) All of the documents pertaining to title and boundaries including status, group files, county surveyor information as well as field notes and plats, when used as "to search the record."

RECREATION AND PUBLIC PURPOSES ACT (R&PP)--The Act of June 14, 1926, as amended (43 U.S.C. 869, 869-4). Allows the disposal of public lands to any State, local, Federal, or political instrumentality or nonprofit organization for any recreation or public purpose, at the discretion of the authorized officer.

RECTANGULAR SYSTEM OF SURVEYS--The cadastral system of surveys that was and is used to subdivide the public lands into townships, sections, and sectional subdivisions.

R

REGULATION--An administrative statement, which after due notice, has the force and effect of law. Many acts passed by Congress are not sufficiently detailed to spell out totally the minute requirements of the law. Regulations which are promulgated pursuant to law are considered by the courts to have equal weight with the law they help to interpret and spell out.

REJECTION--A refusal to act favorably upon an application on the grounds that it was not properly filed, or that it conflicts with the public land laws or with public policy. Rejections are "decisions" with a 30-day appeal period sent by certified mail.

RELINQUISHMENT--The voluntary act of terminating a claim entry or other right in the public lands whereby every right, possessory or otherwise, is returned to the United States.

REMOTE JOB ENTRY (RJE)--Entering jobs in a batch processing system at a location remote from the central computer site.

RESERVATION--A withdrawal of a permanent nature, dedicated to a specific public purpose.

RESOURCE AREA (BLM)--The primary subdivision of a BLM District. It is composed of at least two (typically five to eight) planning units and intermingled and adjoining lands such as National Parks, National Forests, Indian Reservations, Military Reservations and private lands. It is under the administration of an Area Manager.

RESPONSE TIME--The time period between terminal inquiry and computer response.

RETIREMENT--Transfer of inactive, permanent valuable records to authorized repositories.

REVOCATION--The action which cancels a withdrawal. It need not necessarily "open" the lands to application/entry.

RIGHT OF WAY--The legal right to cross the lands of another. Also used to indicate the strip of land for a road, railroad, or power line. In BLM, a permit or an easement which authorizes the use of public lands for certain specified purposes, commonly for pipe lines, roads, telephone lines, or power lines. Also, the lands covered by such an easement or permit.

RING NETWORK--A network in which there is no central computer, but a series of computers that communicate with one another.

ROYALTY--An interest in a share of gross production from an oil or gas well or lease, which interest is unencumbered by any obligation as to cost of drilling, development, operation, or maintenance; the payment to the United States by a holder of a mineral lease of a share of his production of minerals from public lands; also, payment by certain lessees of public lands of a specified percentage of their case receipts from leased lands.

S

SCOPING--A process used by a federal agency to determine the range of issues and alternatives to be included in an environmental study.

SCREEN--Term used to depict the array of data portrayed on a CRT terminal. It may be data keyed in by an operator or transmitted from the computer.

SECTION--The unit of subdivision of a township with boundaries conforming to the rectangular system of surveys, nominally one mile square, containing 640 acres.

SEGREGATION--Any action such as a withdrawal or allowed application (exchange), which suspends the operation of the general public land laws. To separate or set apart; to remove lands from the operation of part or all the public land mineral laws.

SEQUENTIAL ACCESS--Data retrieved from a file, one record after another in a predetermined sequence.

SERIAL REGISTERS--Serial registers were instituted in 1908 as a digest of land case records. BLM maintains these individual chronological records of each public land transaction. Each transaction (case) appears as a page or pages in a serial register. Each one is identified by the serial number assigned to it. A running record of each case, its inception and any actions on it, is kept in book form in the land office of each public domain land state. Serial register pages are now microfilmed for ease in retrieval of information as well as to conserve space. As cases are closed, the files for them are sent to Federal records centers of the General Services Administration.

SOFTWARE--The computer instructions that direct the hardware to perform tasks; includes computer languages and functional operations of a system.

STAR NETWORK--A network that contains a central computer and one or more terminals connected to the computer system.

STATUS CONFLICT--Any matter with respect to the status of the land which would serve as a bar to approval of an application.

SPECIAL LAND USE PERMIT--A permit which authorizes the use of public lands for purposes not specifically authorized, or forbidden, by law.

STATUS OF PUBLIC LANDS--The information with respect to any particular parcel or tract of public land; its legal description; whether surveyed or unsurveyed; the non-federal rights or privileges, if any, which attach to it or its resources; whether classified as mineral lands; withdrawals or special laws, if any, which apply to it; and any other pertinent information which may influence the operation of the public land laws so far as its use or disposal is concerned.

SUPPLEMENTAL MASTER TITLE PLAT--An extension of the Master Title Plat, it depicts a congested section, or sections, within a township, drawn to a scale larger than the master title plat in order to adequately show land status in the area.

S

SUPPLEMENTAL PLAT--A plat prepared entirely from office records designed to show a revised subdivision of one or more sections without change in the section boundaries and without other modification of the record. Supplemental plats are required where the plat fails to provide units suitable for administration or disposal, or where a modification of its showing is necessary. They are also required to show the segregation of alienated lands from public lands, where the former are included in irregular surveys of patented mineral or other private claims made subsequent to the plat of the subsisting survey, or where the segregation of the claims was overlooked at the time of its approval. In the past, Supplemental Plats were called "diagrams" or "MAPS."

SUPREME COURT OF THE UNITED STATES--The highest court in the land. The court of last resort in the federal and state judiciaries. Its jurisdiction is essentially appellate, but it has irrevocable original jurisdiction in cases affecting ambassadors, public ministers and consuls or in cases in which a state is a party. The court is composed of a Chief Justice and eight Associate Justices.

SURFACE RIGHTS--All rights in the land excepting the oil, gas and mineral rights to underground deposits.

SURVEY--1) The plat and field-note record of the observations, measurements, and monuments descriptive of the work performed. Occasionally used as implying that the official plat is "The Survey." Commonly, any survey, but specifically, an original survey. 2) The process of recording observations, making measurements, and marking the boundaries of tracts of lands.

SURVEY PLAT--A plat representing the lines surveyed, established, retraced or resurveyed, showing the direction and length of each line; the relation to adjoining official surveys; the boundaries, descriptions, and area of each parcel of land; and the topography, culture, and improvements within the limits of the survey.

SUSPENDED APPLICATION OR ENTRY--An application or entry upon which adverse action has been deferred for good cause shown.

SWITCHED LINE--A line connected to switching equipment that automatically routes information between the calling and called parties or equipment after dialing is completed; a type of data communication line in which connection is established with a computer over a regular telephone network.

SYNCHRONOUS TRANSMISSION--The transmission of data based upon a timing mechanism in which data is transmitted at fixed intervals.

SYSTEM DESIGN--That phase of a system project in which a new system is created.

S

SYSTEM DEVELOPMENT--That phase of a system project concerned with scheduling, programming, and documenting a system.

SYSTEM DEVELOPMENT LIFE CYCLE--An inclusive term used for the analysis, design, programming, testing, and implementation of an ADP system.

T

TELECOMMUNICATIONS--Transmission of signals over long distances, such as by radio, telephone, or microwave.

TERMINAL--An input/output device used to enter data into a computer and record the output; any device capable of sending and/or receiving information over a communication channel.

TERMINATIONS--The ending of a lease, license, or permit. Terminations are generally referred to as automatic by operation of law if the lessee fails to pay rental on or before the anniversary date of such lease.

TIMESHARING--A sharing of the processing time of a single computer facility among multiple simultaneous users. Users appear to be served simultaneously due to rapid electronic speeds, although service is actually in sequence.

TITLE--In real property law, title is a means whereby the owner of lands has the just possession of his property.

TOWNSHIP--The unit of survey of the public lands; normally a quadrangle of approximately six (6) miles on a side with boundaries conforming to meridians and parallels within established limits, containing thirty-six sections, some of which are designed to correct for the convergence of meridians or range lines.

TRACT--Generally, a metes and bounds survey of an area at large within a township. In modern public land surveys, the term is used specifically to mean a parcel of land that lies in more than one section or that cannot be identified completely as a part of a particular section. Tract numbers begin with the next higher number of the numerical designation within a township; for example: if there is an old Mineral Lot NO. 37, the tract would be Tract No. 38. If a tract falls across a township line, it is given a separate number in each township.

T

TRACT BOOK--Starting about 1800, tract books designed primarily for the maintenance of permanent records of all transactions involving public domain lands were created and maintained in local land offices. Tract books were the companion records to the land office "status plat." Prior to the beginning of the records improvement program in 1955, these records constituted the records required in accordance with 43 C.F.R. 1813.1-1. Over the years, many of the tract books became worn and mutilated making status difficult to determine. To protect these books from further damage and to preserve the information they contain, these records are now micro-filmed. As this is done, the tract books are transferred to the appropriate Federal records center as part of the National Archives.

TRESPASS--An unlawful act causing injury to rights or property of another. As used in BLM, an unauthorized use of federal lands or resources.

U

UNAUTHORIZED USE--Any occupancy or use of the public lands or resources of the United States without authority.

UNITED STATES COURTS OF APPEALS--Sometimes U.S. Circuit Court of Appeals. The middle level of the federal judicial hierarchy. There is one such court in each of the 11 judicial circuits into which the United States is divided. As the name indicates, the jurisdiction is exclusively appellate; they have no original jurisdiction. In cases where a court of appeals has held a State statute invalid because of repugnancy to the Constitution or a law or treaty of the United States, an appeal may be taken to the Supreme Court. In all other cases its decisions are final except as they may be reviewed by the Supreme Court at the latter's discretion.

UNITED STATES DISTRICT COURTS--The lowest level of the federal judicial hierarchy, whose jurisdiction may include a whole state or only part of it. No "district" crosses state boundaries. These are the only Federal courts where juries are used. They have no appellate jurisdiction; District Courts have original jurisdiction of civil cases at common law, in equity, in admiralty, in the enforcement of Acts of Congress and of all prosecutions for crime recognized under the authority of the United States.

USE AUTHORIZATION--Approval of a proposed use for land or resources on the prescribed form or document designated for such use; a document showing permission to use land or the resources thereon; a formalized grant pursuant to a request to use land or resources.

USE PLAT--A copy of the master title plat and any supplemental master title plats of a township. Use plats show, in addition to the status shown on the master title plat, information concerning use of the lands, such as applications, leases, and permits.

USER--Any individual or organization that uses a given resource.

V

VACANT PUBLIC LANDS--Public lands which are unappropriated and unreserved and not within a withdrawal; lands that are not reserved except by the general orders of withdrawal.

VALID CLAIM--A mineral or ore body of sufficient size and quantity to justify an ordinarily prudent man in the expenditure of his labor and means in an effort to develop a paying mine.

VIDEO TERMINAL--A terminal that displays data on a CRT, also called a visual display terminal (VDT).

W

WITHDRAWAL--An action which restricts the disposition of public lands and which holds them for specific public purposes; also, public lands which have been dedicated to public purposes.

WITHDRAWAL, GENERAL ORDERS OF--Under Executive Order Numbers 6910 (Nov. 26, 1934), and 6964 (Feb. 5, 1935), known as the "General Orders of Withdrawal," all vacant lands in Alabama, Arizona, Arkansas, California, Colorado, Florida, Idaho, Kansas, Louisiana, Michigan, Minnesota, Mississippi, Montana, Nebraska, Nevada, New Mexico, North Dakota, Oklahoma, Oregon, South Dakota, Utah, Washington, Wisconsin, and Wyoming were withdrawn for classification.

WITHDRAWAL IN AID OF LEGISLATION--A withdrawal which is made pending enactment of legislation relative to the same lands.

WORKING INTEREST--An interest in an oil and gas lease, which interest is subject to some portion of the expense of drilling, development, operation or maintenance, and which also entitles its owner to receive a proportionate share of production from such oil or gas well lease after first deducting all royalty interest payments, overriding royalty interest payments, and gross production taxes.

WORD PROCESSING--A system that processes text, performing such functions as paragraphing, paging, right and left justification, rearrangement of lines, and printing.

TABLE 15 Estimated Number of Record Accesses per Year by Admin OLC (SO Data) - Frequency of Use

Estimated No. of Record Query Accesses - Exclusive of Alaska and Use for Case Processing & Mngmt. Reporting/Statistics																						
Cadastral Survey							Ownership and Use Records							Tract								
Plats		Notes		Master			Use		Hist		Contrl		Serial		Case		Files		Land		Offic	
Paper	Micro	Paper	Micro	Title	Plat	Plat	Plat	Plat	Index	Index	Pages	Index	Page	Page	Active	In-	Dead	Plate	Book	File	Page	Page
1003	1005	1003	1005																			
1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23
L	119	937	1398	1722	62078	54653			129087	54000	Pages	8	438480	580764	0	12	13	112				
L		76			5443	4379																
L		28			1903	1528																
L		48			3541	2351																
H		673			19027	10731																
H		383			21947	6237																
H		141			10297	2300																
H		147			10786	2410																
H		141			10206	8190																
H		86			10382	3276																
L		55			6124	4914																
L		48			3402	2741																
L		15			1081	819																
L		33			2381	1922																
L	119	2813	1398	5146	210534	107151			129087	54000	438480	580764	0	112								
TOTAL																						

ARIZONA STATE OFFICE

Arizona Strip DO
Shivwits AO
Vermillion AO

Phoenix DO
Phoenix RAH AO
Kingman RAH
Lower Gila RAH AO

Safford DO
Gila AO
San Simon AO

Yuma DO
Havasupai RAH
Yuma AO

12

TABLE 15 Estimated Number of Record Access per Year by Office (5010040). Frequency of Use

Estimated No. of Record Query Accesses -- Exclusive of Alaska and Use for Case Processing & Mgmt. Reporting/Statistic														
Cadastral Survey														
Plats	Notes	Master	Use	Hist	Control	Doc	Serial	Reg	Case	Files	Land	Offc	Tract	Misc
Paper	Micro	Paper	Micro	Title	Plat	Plat	Plat	Plat	Active	In-	Dead	Plat	Book	Files
Form	100's	100's	100's	100's	100's	100's	100's	100's	100's	100's	100's	100's	100's	100's
1	2	3	4	5	6	7	8	9	10	11	12	13	14	15
M	327	2612	3420	4275	67061	52960	152114	201520	1585440	634421	-	46	220	1
M		2036		3337	52301	41230								
M		1526		2503	37226	30431								
M		386		635	9436	7828								
L		121		201	3139	2471								
H		236		384	6034	4752								
L		72		114	1814	1434								
H		95		153	2417	1901								
H		72		114	1814	1417								
H		104		171	2678	2108								
M		52		84	1337	1054								
M		52		84	1339	1054								
H		236		384	6034	4752								
M		66												
H		95												
M		72												
M	327	7854	3420	12444	195134	153792	152114	201520	1585440	634421	-	46	220	1
CO TOTAL														

COLORADO STATE OFFICE

Canon City DO

Northeast RAH

Royal Gorge RAH

San Luis RAH

Graig DO

Kremmling RAH

Little Snake RAH

White River RAH

Grand Junction DO

Glenwood Springs RAH

Grand Junction AO

Montrose DO

Gunnison Basin RAH

San Juan RAH

Uncompahgre RAH

TABLE 15 Estimated Number of Record Accesses per Year by Month OR (50-10-100) - Frequency of Use

Estimated No. of Record Query Accesses -- Exclusive of Alaska and Use for Case Processing & Mngmt. Reporting/Statistic																				
Cadastral Survey					Ownership and Use Records															
Plats		Notes			Master		Use		Hist		Contrl Doc		Serial Reg		Case Files		Land Offc		Hib	
Paper	Micro	Paper	Micro	Form	Title Plat	Plat	Plats		Index	Index	Pages	Index	Page	Active	In-Active	Dead	Plats	Book	Files	Hib
100's	100's	100's	100's	Form					Pages	Pages	8	Pages	9	10	11	12	13	Pages	Pages	Doc
1	2	3	4		5	6			7									14	15	
L	89	716	1333	1684	37246	17462	66600	67280	348000	37150	—	—	—	—	—	—	19	276	—	—
H		173		406	8951	4196														
H		35		82	1785	832														
H		77		182	4023	1881														
L		29		70	1518	716														
H		32		74	1612	749														
L		72		168	3729	1748														
L		21		68	1492	699														
L		43		100	2238	1049														
L		173		406	8951	4196														
H		104		244	5368	2514														
L		69		162	3583	1682														
H		130		304	6713	3147														
H		40		92	2011	949														
H		53		122	2641	1265														
H		40		92	2011	949														
L		109		254	5594	2631														
L		85		198	4369	2042														
L		24		56	1225	583														
L		57		134	2984	1399														
H		21		64	1437	666														
L		21		70	1545	733														
89	2149	1333	5032	11129	52114	66600	67280	348000	37150	—	—	—	—	—	—	—	19	276	—	—
TOTAL																				

IDAHO STATE OFFICE
Boise DO
Broncau AO
Cascade AO
Jarbridge AO
Oxyhee AO
Barley DO
Deep Creek AO
Snake River AO
Coeur d'Alene DO
Cottonwood RAIL
Emerald Empire AO
Idaho Falls DO
Big Butte AO
Medicine Lodge AO
Pocatello RAIL
Soda Springs AO
Salmon DO
Challis AO
Lenhi AO
Shoshone DO
Bonnett Hills AO
Monument AO
ID

IDAHO STATE OFFICE

Boise DO

Bruneau AO

Cascade AO

Jarbridge AO

Owyhee AO

Butte DO

Deep Creek AO

Snake River AO

Coeur d'Alene DO

Cottonwood RAIL

Emerald Empire AO

Idaho Falls DO

Big Butte AO

Medicine Lodge AO

Pocatello RAIL

Soda Springs AO

Salmon DO

Challis AO

Lehigh AO

Shoshone DO

Bennett Hills AO

Monument AO

IDA

TABLE. 15. Estimated Number of Record Accesses per Year by Admin Affil (50-50 MO) - Frequency of Use

[illegible]

TABLE 15

Winn-Dixie DO
Par-fise-Denio AO
Sono, a-Cerlach AO
NV TOTAL.

TABLE 15 Estimated Number of Record Accesses per Year by Admin OCE (SO DO AG) - Frequency of Use

NEW MEXICO STATE OFFICE

Las Cruces DO
Las Cruces/
Lordsburg RAH
Socorro RAH
White Sands AO

Tulsa DO	
Oklahoma RAH	
NM	TOTAL

TABLE 15 Estimated Number of Record Access per Year by Admin Ofc (30.30-40). Frequency of Use

WT TOTAL

TABLE

[illegible]

WYOMING STATE OFFICE

Casper DO
Buffalo RAH
Newcastle RAH
Platte River AO

Rawlins DO
Dividq AO
Lander RAH
Medicine Bow AO

Rock Springs DO
Big Sandy RAH
Kimmer RAH
Pinedale RAH
Salt Wells RAH

Worland DO
Cody RAIL
Grass Creek AO
Washakie AO
WY TO

TABLE 15 Estimated Number of Record Access per Year by Minimum Age (50-100 No.) = Frequency of Use

[illegible]

TABLE 16 Estimated Number of Record Accesses per Year in the Query Module by Admin State
— Frequency of Use

Estimated No. of Record Query Accesses -- Exclusive of Alaska and Use for Case Processing & Mgmt. Reporting/Statistics: Frequency of Use																			
National Summary Tables		Total Record Accesses for Admin SI		Federal Area		Cadastral Survey		Ownership and Use Records										Tract Book Files	
								Active	In-Active	Land Office	Case Files	Doc							
Percent of Lower 48 Queries	Percent of Lower 48 Queries	Area	Level	Plats	Notes	Master Title Plat	Use Plats	Hist Index	Control Index	Serial Reg	Page	Active	In-Active	Land Office	Case Files	Doc	Pages	Files	
		1000's	of 1000's	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	
3) Alaska																			
Arizona	5.82	195.8	3.77	39.96	7.44	1.52	11.90	2.81	3.00	5.14	8	4.38	4.80	5.80	10.4	112	1	0	
California	6.79	2.27	1.465	49.26	10.54	4.28	10.00	2.28	3.00	11.94	7	7.32	4.85	4.21	7.22	36	3.78	2	
Colorado	11.28	3.77	1.412	32.20	6.49	2.35	3.27	1.85	1.00	2.14	2	1.58	5.44	6.34	1.21	46	2.20	1	
Eastern States	2.70	90.6	6.32	39.112	8.38	6.44	21.80	3.49	3.00	2.91	3	0	0	4.41	10.00	4	5.40	12,500	
Idaho	5.59	1.87	1.706	25.554	7.62	3.58	8.70	2.14	3.00	1.33	3	6.72	8.00	2.76	1.56	19	2.76	—	
Montana	13.82	1.41	1.348	51.822	11.11	1.18	7.70	4.18	3.00	2.04	4	5.21	1.14	4.31	1.70	5.7	3.07	9.0	
Nevada	7.16	2.40	1.931	6.751	13.02	6.25	11.00	3.41	3.00	8.21	2	3.75	8.40	9.56	1.17	2.7	2.49	0	
New Mexico	11.82	1.91	1.51	40.202	8.63	2.46	19.50	3.14	3.00	10.59	5	4.62	0.00	6.64	1.00	—	2.92	—	
Oregon	6.42	2.15	1.344	46.717	10.02	6.74	11.20	7.88	4.00	1.45	4	5.16	2.10	2.62	1.43	2.6	3	0	
Utah	6.77	2.21	1.020	34.732	7.49	10.39	6.70	1.51	3.00	1.63	2	4.21	5.00	9.56	1.75	21	1.23	—	
Washington	11.83	6.54	1.738	43.322	9.30	12.34	10.20	2.45	3.00	2.15	3	3.49	1.60	1.05	1.48	30	3.00	—	
Washington	—	—	—	—	0	—	—	—	—	—	—	—	—	—	—	—	—	—	
Seattle Area	—	—	—	—	0	—	—	—	—	—	—	—	—	—	—	—	—	—	
Alaska	—	—	—	—	—	—	—	—	—	—	—	—	—	—	—	—	—	—	
BLM TOTAL (excluding AK)	100.00	335.587	1.148	41.944	100.00	100.00	182.60	3.44	8.00	11.13	11	2.57	4.28	2.33	4.28	5.91	2.68	12.93	

(1) Only the number of Active Cases is Available with any certainty's Columns 11 and 12 estimates are not made, The exception is Eastern States where a number for documents is available.¹¹⁻¹²

(2) Copies of Patient's medical file the Patient David Boies upon request are given an actual log

SO	DO	AO	RAH	W:
AZ	4	5	4	9
CA	4	2	13	15
CO	4	1	10	11
ES	2	1	-	0
JD	2	14	2	16
MT	4	2	10	12
NH	4	3	6	9
NV	6	10	2	2
OR	10	29	5	34
WI	5	4	12	16
WY	4	5	8	13
11'	53	75	72	117

AK 2

Table 17

Per case
AVERAGE NUMBER OF PAGES BY CASE TYPE

CASE TYPE	INPUT	OUTPUT	I/O	INTERNAL	TOTAL
1	31	52	11	83	177
2	48	42.05	1	185	276.05
3	124.54	106.09	44.28	267	541.91
4	55.08	94.05	3.34	171	323.47
5	176.2	176.7	32	222.5	607.4
6	101.7	174	2.2	214	491.9
7	380.66	189.44	12.43	561	1,143.53
8	3	1	1	2	6
9	63	99	31	313	506
10	38.3	61.2	1.1	231.2	331.8

Table 18

TOTAL NUMBER OF PAGES BY CASE TYPE

CASE TYPE	TOTAL CASES	AVERAGE NUMBER OF PAGES	TOTAL PAGES
1	732	177	129,564
2	90	276.05	24,845
3	3,587	541.91	1,943,832
4	9,012	323.47	2,915,111
5	38,320	607.4	23,275,568
6	150,184	491.9	73,875,510
7	2,492	1,143.53	2,849,677
8	1,832,468	6	10,994,808
9	456	506	230,736
10	259	331.8	85,936
TOTAL	2,037,600	4,405.06	116,325,587

Average Pages
Per Case

57.1

Table 1 Number and Percent of Cases by Case Type Group and Admin State
Total Cases in Case Recordation Yes Minn. Claim 984 Adjusted by 1973 Pub. Land Stat 12/25

Case Type Group	Administrative State												TOTAL CASES	Pct by Gr.	
	AK	AZ	CA	CO	ES	ID	MT	NV	NM	OR	UT	WV		in Nat. Forest	in Nat. Forest
1 Miscellaneous 00 Acq 91 Cadast	-	3 (0)	1 (0)	36 (5)	2 (0)	3 (0)	29 (4)	1 (0)	392 (55)	15 (3)	48 (7)	181 (26)	711 (100)	0.03	0.0
	Tbls											0.66	Tablet		
2 Public Admin 16 Pln, 18 Publs	-	5 (0)	14 (5)	11 (15)	2 (12)	1 (3)	8 (0)	7 (9)	15 (8)	26 (16)	2 (29)	0 (2)	91 (100)	0.00	0.0
												0			
3 Land Mgmt Adj 21 Acq 22 Exch 23 With 23 Class 92 Tresp	-	162 (4)	241 (7)	336 (9)	80 (2)	324 (9)	479 (15)	113 (3)	190 (5)	458 (13)	686 (19)	572 (16)	3641 (100)	0.18	1.7
	-											1.209			
4 Land Convey 25 Ac-Use 26 Grant 27 Sale	-	185 (2)	850 (9)	168 (2)	428 (5)	1034 (14)	1155 (13)	2468 (27)	791 (9)	292 (3)	571 (6)	879 (10)	9091 (100)	0.44	4.4
4	-											10.3221			
5 Land Use 28 R/W 29 Ferw	-	479 (1)	2860 (7)	1443 (4)	24 (0)	957 (5)	1520 (4)	1144 (3)	15867 (41)	1982 (5)	3692 (10)	7402 (20)	38310 (100)	1.88	18.1
5	-											1.708			
6 O&G-Geothrm 31 O&G Lse 32 Geothrm 33 O&S	-	2248 (1)	4693 (3)	10912 (8)	12201 (8)	3514 (3)	19634 (13)	8963 (6)	24372 (16)	11075 (8)	16615 (11)	25907 (24)	150104 (100)	7.36	73.1
6	0											13.151			
7 Coal/Mtn Leasing 34 Coal 35 Mtn Lse	-	15 (0)	102 (4)	133 (5)	474 (13)	228 (2)	104 (4)	83 (3)	393 (17)	25 (1)	536 (22)	399 (16)	2492 (100)	0.12	1.2
	-											1.46			
8 Multi Use 37 Multi Use Mtn 38 Min Loc-Fer	-	227352 (12)	150247 (10)	207245 (11)	2133 (1)	96445 (5)	110382 (3)	319192 (17)	130278 (7)	77191 (4)	279655 (15)	227483 (12)	183464 (100)	89.94	-
	-											83.229			
9 Min Mater Disp 36 Min Disp Sale	-	13 (3)	8 (2)	1 (0)	0 (0)	3 (0)	13 (2)	12 (2)	15 (3)	61 (13)	26 (10)	304 (8)	456 (100)	0.02	0.2
	-											1.111			
10 Research Permits 40 Rng, 47 Wildlife 50 For, 60 Wildlife 80 Rec 8' Cuts For 3/4	-	2 (0)	16 (8)	0 (0)	0 (0)	39 (15)	0 (0)	2 (0)	1 (0)	1 (0)	4 (2)	174 (75)	259 (100)	0.01	0.1
	-											15.072			
Total Cases w 8	-	230412	14032	220235	15344	103518	133324	33170	172254	91126	301835	273321	2030824	100	-
100	-	3112	8705	13040	13211	7343	22942	12793	41976	13935	22230	45230	205255	100	2052
Pct of Case by Admin w 8		11.30	8.14	10.80	6.75	5.09	6.54	16.28	8.44	4.47	14.80	13.40	100.0	-	-
w 8		1.52	4.28	6.35	6.44	3.58	11.18	6.29	20.46	6.79	10.83	22.34	100.0	-	-

.01 Purpose. This Manual Section provides guidance for safeguarding against unauthorized disclosure of information which:

- A. Affects national security of the United States;
- B. Must be available in the event of a National Civil Defense Emergency; and,
- C. Has been determined to be "Proprietary/Confidential" in nature.

.02 Objectives.

- A. Prescribe rules for handling and safeguarding classified national security information;
- B. Provide guidance to assure that records necessary for the Bureau's essential functions are protected and to preserve the legal rights and interests of individual citizens; and
- C. Provide guidance for identification, use, and safeguarding of information considered to be Proprietary/Confidential.

.03 Authority.

- A. National Security Information. (See 442 DM 1.)
- B. Vital Records. (See the Department of the Interior Emergency Operation Plan and 436 DM 1.)
- C. Proprietary/Confidential Information.
 - 1. Records Management by Federal Agencies (44 U.S.C., Chapter 31).
 - 2. Indian Minerals Development Act (P.L. 97-382, December 22, 1982, 25 U.S.C. 2101).
 - 3. Mineral Leasing Act of February 25, 1920 (30 U.S.C. 181, et seq., as amended and supplemented).
 - 4. Federal Oil and Gas Royalty Management Act of 1982 (P.L. 97-451).
 - 5. National Materials and Minerals Policy, Research and Development Act of 1980 (P.L. 96-479).
 - 6. Crimes and Criminal Procedures (18 U.S.C. 1905).
 - 7. Department regulations, Title 43 Public Lands, Interior Subtitle A, Office of the Secretary of the Interior, Part 2, Records and Testimony.

4 Data Security.

- A. Develop appropriate software to meet user requirements and safeguard the data equivalent to the sensitivity of the application.
- B. Establish password authorization control.
- C. Establish protective terminal log-on procedures.
- D. Maintain current User ID's, passwords, etc., via Table verification.
- E. Insure file and data access control through verification.
- F. Insure adequate back-up and recovery procedures are in place for all systems whether sensitive or not.
- G. Insure ADP applications are in compliance with the Privacy Act.
- H. Establish guidelines to insure security specifications are incorporated into its administrative procedures and into all system and programming specifications. *(Life Cycle Management)*
- I. Insure predesign security requirements are complied with, for new applications as well as significant changes to existing sensitive applications, prior to programming.
- J. Responsible individuals will be identified at the outset of a project to review and verify that the security requirements and safeguards are adequate at several points, including but not limited to, requirements definition, feasibility study, systems design, program design, system test, system implementation, system operation, and system maintenance.
- K. Establish control to insure authorized access to sensitive source and binary programs.
- L. Establish transaction controls. (Design Stage)
- M. Establish audit trails module-to-module. (Design Stage)
- N. Insure storage of vital non-computerized records, i.e., vault, safe, cabinet, etc.
- O. Install encryption and decryption software and hardware where critical applications are being transmitted and received.
- P. Establish a method of destroying sensitive and privacy information, i.e., shredder, burning, etc.

DEPARTMENT OF THE INTERIOR
DEPARTMENTAL MANUAL

ADP STANDARDS HANDBOOK
(306 DM)

Chapter 2 ADP Security Program

2.8E(6)(b)

(b) Safeguards. Describe specific recommended controls and relate them to the vulnerabilities described above. These should be organized similarly to the vulnerability categorization.

(i) Administrative. These relate to the overall management policies, standards, procedures and guidelines.

(ii) Technical. These relate to all aspects of the hardware and software systems.

(iii) Physical. These relate to the environmental system, physical access controls, etc.

(7) Cost/Benefits Analysis.

(a) Introduction. Overview of the purpose and scope of a cost/benefits analysis.

(b) Responsibilities. Describe the management level responsibilities requirements as to who will perform the cost/benefit analysis and who will determine the specific implementation plan based on the results.

(c) Analysis of Threat/Vulnerability/Loss Exposure/Safeguard. Complete review of all previous steps in the analysis relating to threats, vulnerabilities, and losses to proposed safeguards. This is done by comparing the potential losses to the cost of controls and the probability of occurrence both before and after the implementation of the protection measures or controls. These amounts will be separated into initial and recurring costs.

F. Guidelines. Federal Information Processing Standards Publication (FIPS PUB) 31, "Guidelines for ADP Physical Security and Risk Management," should be consulted for additional guidelines in conducting risk analyses.

2.9 Computer Application Security. The goal in writing application software is to develop software that will perform reliably, meet user requirements, and safeguard the data at least equivalent to the sensitivity of the application. Within each bureau's management control process the following minimum requirements will apply.

A. Predesign Security Requirements.

(1) Security specifications will be defined and approved for all new sensitive ADP applications as well as for any significant changes to existing sensitive applications before any programming is begun.

WASHINGTON

DEPARTMENT OF THE INTERIOR

Bureau of Land Management
18th & C Streets, N.W.
Washington, D.C. 20240

Bureau of Land Management
Board of Trade Building
1129 - 20th Street, N.W.
Washington, D.C. 20240

Resource Protection Staff (711)	Program Evaluation (860)
Cadastral Survey (720)	Information Resources Management (870)
Engineering (730)	Records Management (871)
Fire & Aviation Management (740)	Telecommunications Management (872)
Safety Staff (811)	Information Systems Management (873)

Bureau of Land Management
Premier Building
1725 I Street, N.W.
Washington, D.C. 20240

ALMRS Staff (105)	Soil, Water, & Air (222)
Resource Sciences Staff (201)	Forestry (230)
Planning & Environmental Coord (202)	Wildlife (240)
Rangeland Resources (220)	Wild Horses and Burros (250)
Range Management (221)	

Bureau of Land Management
Matomic Building
1717 H. Street, N.W.
Washington, D.C. 20240

Inspection and Enforcement (504)	Fluid Mineral Operations
Fluid Mineral Leasing (620)	Programs (631)
Fluid Leasing (621)	Technical Support (632)
Leasing Management & Resource	Geology & Mineral Resources (690)
Evaluation (622)	Classification & Assessment (691)
Program Development (623)	Geology & Mineral Support (692)
Fluid Mineral Operations (630)	Employee Development & Performance
	Improvement (833)

STATE OFFICEDISTRICT OFFICESAREA OFFICESALASKA

Alaska State Office
701 'C' Street, Box 13
Anchorage, Alaska 99513

Anchorage District Office
4700 East 72nd Avenue
Anchorage, Alaska 99507

Peninsula Resource Area
4700 East 72nd Avenue
Anchorage, Alaska 99507

Glennallen Res. Area Hdqs.
P.O. Box 42
Glennallen, Alaska 99588

McGrath Resource Area
4700 East 72nd Avenue
Anchorage, Alaska 99588

Fairbanks District Office
N. Post of Ft. Wainwright
P.O. Box 1150
Fairbanks, Alaska 99707

Northwest Resource Area
P.O. Box 1150
Fairbanks, Alaska 99707

Fortymile Resource Area
P.O. Box 307
Tok, Alaska 99780

Yukon Resource Area
P.O. Box 1150
Fairbanks, Alaska 99707

Arctic Resource Area
P.O. Box 1150
Fairbanks, Alaska 99707

FIRE

Alaska Fire Service
N. Post Ft. Wainwright
P.O. Box 3505
Ft. Wainwright, Alaska 99707

TOTAL: 1 - State Office
2 - District Offices
7 - Resource Area Offices
1 - Fire Service Office

STATE OFFICEDISTRICT OFFICESAREA OFFICESARIZONA

Arizona State Office
3707 North 7th Street
Phoenix, Arizona 85014

Arizona Strip Dist. Office
196 E. Tabernacle
St. George, Utah 84770

Shivwits Resource Area
196 E. Tabernacle
St. George, Utah 84770

Vermillion Resource Area
196 E. Tabernacle
St. George, Utah 84770

Phoenix District Office
2015 W. Deer Valley Road
Phoenix, Arizona 85027

Kingman Resource Area
2475 Beverly Avenue
Kingman, Arizona 86401

Lower Gila Resource Area
2935 W. Clarendon Avenue
Phoenix, Arizona 85017

Phoenix Resource Area
2937 W. Indian School Road
Phoenix, Arizona 85017

Safford District Office
425 E. 4th Street
Safford, Arizona 85546

San Simon Resource Area
425 E. 4th Street
Safford, Arizona 85546

Gila Resource Area
425 E. 4th Street
Safford, Arizona 85546

Yuma District Office
2450 Fourth Avenue
P.O. Box 5680
Yuma, Arizona 85364

Yuma Resource Area
2450 Fourth Avenue
P.O. Box 5680
Yuma, Arizona 85364

Havasu Resource Area
2049 Swanson Avenue
P.O. Box 685
Lake Havasu City, AZ 86403

TRAINING CENTER

Phoenix Training Center
5050 N. 19th Avenue
Suite 300
Phoenix, Arizona 85015

TOTAL: 1 - State Office
4 - District Offices
9 - Resource Area Offices
1 - Training Center

STATE OFFICE

DISTRICT OFFICES

AREA OFFICES

CALIFORNIA

California State Office
Federal Office Building
Room E-2841
2800 Cottage Way
Sacramento, CA 95825

Bakersfield District Office
800 Truxtum Avenue, Rm. 302
Bakersfield, CA 93301

Bishop Resource Area
873 N. Main St., Suite 201
Bishop, CA 93514

Calient Resource Area
520 Butte Street
Bakersfield, CA 93305

Folsom Resource Area
63 Natoma Street
Folsom, CA 95630

Hollister Resource Area
P.O. Box 365
Hollister, CA 95023

Susanville District Office
705 Hall Street
P.O. Box 1090
Susanville, CA 96130

Eagle Lake Resource Area
2545 Riverside Drive
P.O. Box 1090
Susanville, CA 96130

Cedarville Resource Area
602 Cressler Street
P.O. Box 460
Cedarville, CA 96104

Alturas Resource Area
Centerville Road
P.O. Box 771
Alturas, CA 96101

Ukiah District Office
555 Leslie Street
Ukiah, CA 95482

Arcata Resource Area
1585 "J" Street
P.O. Box 11
Arcata, CA 95521

Redding Resource Area
355 Hemsted Drive
Redding, CA 96001

California Desert District
1695 Spruce Street
Riverside, CA 92507

El Centro Resource Area
333 So. Waterman Avenue
El Centro, CA 92243

Barstow Resource Area
831 Barstow Road
Barstow, CA 92311

STATE OFFICE

DISTRICT OFFICES

AREA OFFICES

CALIFORNIA (continued)

Indio Resource Area
1695 Spruce Street
Riverside, CA 92507

Needles Resource Area
901 3rd Street
Needles, CA 92363

Ridgecrest Resource Area
112 East Dolphin Street
Ridgecrest, CA 93555

TOTAL: 1 - State Office
4 - District Offices
14 - Resource Area Offices

STATE OFFICEDISTRICT OFFICESAREA OFFICESCOLORADO:

Colorado State Office
2020 Arapahoe Street
Denver, CO 80205

Canon City District Office
3080 East Main Street
Canon City, CO 81212

Northeast Resource Area
10200 West 44th Avenue
Wheatridge, CO 80033

San Luis Resource Area
1921 State Street
Alamosa, CO 81101

Royal Gorge Resource Area
831 Royal Gorge Boulevard
P.O. Box 1470
Canon City, CO 81212

Craig District Office
P.O. Box 248
455 Emerson Street
Craig, CO 81626

Kremmling Resource Area
P.O. Box 68
Kremmling, CO 80459

White River Resource Area
P.O. Box 928
Meeker, CO 81641

Little Snake Resource Area
1280 Industrial Avenue
Craig, CO 81625

Grand Junction Dist. Office
764 Horizon Drives
Grand Junction, CO 81501

Glenwood Springs Res. Area
50629 Hiways 6 & 24
P.O. Box 1009
Glenwood Springs, CO 81601

Grand Junction Res. Area
764 Horizon Drive
Grand Junction, CO 81501

Western Slope Fire Operations
764 Horizon Drive
Grand Junction, CO 81501

Montrose District Office
2465 S. Townsend
Montrose, CO 81402

Uncompahgre Basin Res. Area
336 S. 10th
P.O. Box 1269
Montrose, CO 81402

Gunnison Basin Resource Area
11 S. Park Street
P.O. Box 1269
Montrose, CO 81402

STATE OFFICE

DISTRICT OFFICES

AREA OFFICES

COLORADO (continued)

San Juan Resource Area
Federal Building
701 Camino Del Rio
Durango, CO 81301

Dolores Archaeological
Project Lab
P.O. Box 758
Dolores, CO 81323

SERVICE CENTER

Bureau of Land Management
Denver Service Center
Denver Federal Center
Denver, Colorado 80225

TOTAL: 1 - State Office
4 - District Offices
13 - Resource Area Offices
1 - Service Center

STATE OFFICE

DISTRICT OFFICES

AREA OFFICES

EASTERN STATES OFFICE

Eastern States Office
350 So. Pickett Street
Alexandria, VA 22304

Jackson District Office
P.O. Box 11348
Jackson, MS 39213

Milwaukee District Office
310 W. Wisconsin Avenue
Suite 220
Milwaukee, WI 53203

Rolla Resource Area
901 Pine Street Suite 201
Rolla, MO 65401

TOTAL: 1 - State Office
2 - District Offices
1 - Resource Area Office

STATE OFFICEIDAHO

Idaho State Office
3380 Americana Terrace
Boise, ID 83706

DISTRICT OFFICES

Boise District Office
3948 Development Avenue
Boise, ID 83705

Burley District Office
Route 3, Box 1
Burley, ID 83318

Coeur d'Alene Dist. Office
1808 N. Third Street
Coeur d'Alene, ID 83814

Idaho Falls District Office
940 Lincoln Road
Idaho Falls, ID 83401

Salmon District Office
P.O. Box 430
Salmon, ID 83467

AREA OFFICES

Cascade Resource Area
3948 Development Avenue
Boise, ID 83705

Owyhee Resource Area
3948 Development Avenue
Boise, ID 83705

Bruneau Resource Area
3948 Development Avenue
Boise, ID 83705

Jarbridge Resource Area
3948 Development Avenue
Boise, ID 83705

Deep Creek Resource Area
Route 3, Box 1
Burley, ID 83318

Snake River Resource Area
Route 3, Box 1
Burley, ID 83318

Emerald Empire Resource Area
1808 N. Third Street
Coeur d'Alene, ID 83814

Cottonwood Resource Area
Route 3, Box 181
Cottonwood, ID 83522

Pocatello Resource Area
Fed. Bldg., U. S. Courthouse
250 So. 4th Ave., Suite 172
Pocatello, ID 83201

Big Butte Resource Area
940 Lincoln Road
Idaho Falls, ID 83401

Medicine Lodge Resource Area
940 Lincoln Road
Idaho Falls, ID 83401

Lemhi Resource Area
P.O. Box 430
Salmon, ID 83467

Challis-Mackay Resource Area
P.O. Box 430
Salmon, ID 83467

STATE OFFICE

DISTRICT OFFICES

AREA OFFICES

IDAHO (continued)

Shoshone District Office
400 West "F" Street
P.O. Box 2B
Shoshone, ID 83352

Monument Resource Area
400 West "F" Street
P.O. Box 2B
Shoshone, ID 83352

Bennett Hills Resource Area
400 West "F" Street
P.O. Box 2B
Shoshone, ID 83352

FIRE

Boise Interagency Fire Center
3905 Vista Avenue
Boise, ID 83705

TOTAL: 1 - State Office
6 - District Offices
15 - Resource Area Offices
1 - Fire Center

STATE OFFICE

DISTRICT OFFICES

AREA OFFICES

MONTANA

Montana State Office
Granite Tower, Box 36800
222 N. 32nd Street
Billings, MT 59107

Butte District Office
106 N. Parkmont
P.O. Box 3388
Butte, MT 59702

Headwater Resource Area
106 N. Parkmont
P.O. Box 3388
Butte, MT 59702

Dillon Resource Area
Ibey Bldg. N. Dillon
P.O. Box 1048
Dillon, MT 59725

Garnet Resource Area
3255 FT Missoula Road
Missoula, MT 59806

Miles City District Office
West of Miles City
P.O. Box 940
Miles City, MT 59301

Big Dry Resource Area
Miles City Plaza
Miles City, MT 59301

Permanent Field Station
(Remote)
Jordan, MT

Powder River Resource Area
Miles City Plaza
Miles City, MT 59301

Permanent Field Station
(Remote)
Ekalaka, MT

South Dakota Resource Area
319 Roundup Street
Belle Fourche, SD 57717

Billings Resource Area
810 East Main Street
Billings, MT 59101

Dickinson District Office
P.O. Box 1229
Dickinson, ND 58602

Lewistown District Office
Airport Road
Lewistown, MT 59457

Judith Resource Area
Airport Road
Lewistown, MT 59457

Phillips Resource Area
501 So. 2nd Street, E.
P.O. Box B
Malta, MT 59501

STATE OFFICE

DISTRICT OFFICES

AREA OFFICES

MONTANA (continued)

Havre Resource Area
West 2nd Street
P.O. Drawer 911
Havre, MT 59501

Valley Resource Area
RR 1-4775
Glasgow, MT 59230

Great Falls Resource Area
215 1st Avenue North
P.O. Drawer 2865
Great Falls, MT 56403

TOTAL: 1 - State Office
4 - District Offices
14 - Resource Area Offices

STATE OFFICEDISTRICT OFFICESAREA OFFICESNEVADA

Nevada State Office
Federal Bldg., Room 3008
300 Booth Street
P. O. Box 12000
Reno, NV 89520

Battle Mountain Dist. Off.
P.O. Box 1420
Battle Mountain, NV 89820

Shoshone-Eureka Resource Area
P.O. Box 1420
Battle Mountain, NV 89820

Tonopah Resource Area
Bldg., 102 Old Radar Base
Box 911
Tonopah, NV 89409

Carson City District Office
1050 E. William Street
Suite 335
Carson City, NV 89701

Lahontan Resource Area
1050 E. William Street
Suite 335
Carson City, NV 89701

Walker Resource Area
1050 E. William Street
Suite 335
Carson City, NV 89701

Palomino Valley Wild Horse
and Burro Placement Center
P.O. Box 3270
Sparks, NV 89431

Elko District Office
P.O. Box 831
Elko, NV 89801

Elko Resource Area
P.O. Box 831
Elko, NV 89801

Wells Resource Area
P.O. Box 831
Elko, NV 89801

Ely District Office
Star Route 5, Box 1
Ely, NV 89301

Egan Resource Area
Star Route 5, Box 1
Ely, NV 89301

Schell Resource Area
Star Route 5, Box 1
Ely, NV 89301

Las Vegas District Office
P.O. Box 26569
4765 Vegas Drive
Las Vegas, NV 89126

Stateline-Esmeralda Res. Area
P.O. Box 26569
4765 Vegas Drive
Las Vegas, NV 89126

Caliente-Virgin Valley
Resource Area
P.O. Box 237
Caliente, NV 89008

STATE OFFICE

DISTRICT OFFICES

AREA OFFICES

NEVADA (continued)

Winnemucca District Office
705 East 4th Street
Winnemucca, NV 89445

Paradise-Denio Resource Area
705 East 4th Street
Winnemucca, NV 89445

Sonoma-Gerlach Resource Area
705 East 4th Street
Winnemucca, NV 89445

TOTAL: 1 - State Office
 5 - District Offices
 13 - Resource Area Offices

STATE OFFICE

DISTRICT OFFICES

AREA OFFICES

NEW MEXICO

New Mexico State Office
Joseph M. Montoya
Federal Building
South Federal Place
P.O. Box 1449
Santa Fe, NM 87501

Albuquerque District Office
3550 Pan Am. Freeway, NE
Albuquerque, NM 87107

Rio Peuerco Resource Area
3540 Pan American Freeway, NE
Albuquerque, NM 87107

Farmington Resource Area
900 La Plata Highway
P.O. Box 568
Farmington, NM 87401

Taos Resource Area
Plaza Montevideo Building
Cruz Alta Road
P.O. Box 1045
Taos, NM 87571

Las Cruces District Office
317 N. Main
P.O. Box 1420
Las Cruces, NM 88004

Las Cruces/Lordsburg Resource Area
1705 N. Valley Drive
Las Cruces, NM 88004

White Sands Resource Area
317 N. Main
P.O. Box 1420
Las Cruces, NM 88004

Socorro Resource Area
198 Neel Avenue, NW
P.O. Box 1219
Socorro, NM 87801

Tulsa District Office
6136 East 32nd Place
Tulsa, OK 74135

Oklahoma Res. Area Headqts.
200 NW Fifth, Room 548
Oklahoma City, OK 73102

Roswell District Office
1717 W. Second Street
Featherstone Farms Bldg.
P.O. Box 1397
Roswell, NM 88201

Roswell Res. Area Headqts.
1717 W. Second Street
Featherstone Farms Bldg.
P.O. Box 1397
Roswell, N. 88201

Carlsbad Res. Area Headqts.
Federal Bldg., Room 163
114 S. Halaguena
P.O. Box 1778
Carlsbad, NM 88220

Lea County Inspection Section
P. O. Box 1157
Hobbs, NM 88240

they've moved!

no

TOTAL: 1 - State Office
4 - District Offices
10 - Resource Area Offices

STATE OFFICEDISTRICT OFFICESAREA OFFICESOREGON

Oregon State Office
825 N.E. Multnomah St.
P.O. Box 2965
Portland, OR 97208

Burns District Office
74 S. Alvord Street
Burns, OR 97720

Three Rivers Resource Area
74 S. Alvord Street
Burns, OR 97720

Andrews Resource Area
74 S. Alvord Street
Burns, OR 97720

Coos Bay District Office
333 S. Fourth Street
Coos Bay, OR 97420

Myrtlewood Resource Area
333 S. Fourth Street
Coos Bay, OR 97420

Tioga Resource Area
333 S. Fourth Street
Coos Bay, OR 97420

Umpqua Resource Area
333 S. Fourth Street
Coos Bay, OR 97420

Eugene District Office
1255 Pearl Street
P.O. Box 10226
Eugene, OR 97440

Noti Resource Area
1255 Pearl Street
P.O. Box 10226
Eugene, OR 97440

Dorena Resource Area
1255 Pearl Street
P.O. Box 10226
Eugene, OR 97440

Mohawk Resource Area
1255 Pearl Street
P.O. Box 10226
Eugene, OR 97440

Lorane Resource Area
1255 Pearl Street
P.O. Box 10226
Eugene, OR 97440

Lakeview District Office
1000 S. 9th
P.O. Box 151
Lakeview, OR 97630

Lost River Resource Area
1000 S. 9th
P.O. Box 151
Lakeview, OR 97630

Warner Lake Resource Area
1000 S. 9th
P.O. Box 151
Lakeview, OR 97630

High Desert Resource Area
1000 S. 9th
P.O. Box 151
Lakeview, OR 97630

STATE OFFICE

DISTRICT OFFICES

AREA OFFICES

OREGON (continued)

Medford District Office
3040 Biddle Road
Medford, OR 97501

Klamath Resource Area
3040 Biddle Road
Medford, OR 97501

Butte Falls Resource Area
3040 Biddle Road
Medford, OR 97501

Jacksonville Resource Area
3040 Biddle Road
Medford, OR 97501

Grants Pass Resource Area
3040 Biddle Road
Medford, OR 97501

Glendale Resource Area
3040 Biddle Road
Medford, OR 97501

Prineville District Office
185 E. Fourth Street
P.O. Box 550
Prineville, OR 97754

Central Oregon Resource Area
185 E. Fourth Street
P.O. Box 550
Prineville, OR 97754

Deschutes Resource Area
185 E. Fourth Street
P.O. Box 550
Prineville, OR 97754

Roseburg District Office
777 NW Garden Valley Road
Roseburg, OR 97470

North Umpqua Resource Area
777 NW Garden Valley Road
Roseburg, OR 97470

South Umpqua Resource Area
777 NW Garden Valley Road
Roseburg, OR 97470

Dillard Resource Area
777 NW Garden Valley Road
Roseburg, OR 97470

Drain Resource Area
777 NW Garden Valley Road
Roseburg, OR 97470

Salem District Office
1717 Fabry Road SE
P.O. Box 3227
Salem, OR 97302

Walter Horning Seed Orchard
1717 Fabry Road SE
P.O. Box 3227
Salem, OR 97302

STATE OFFICEDISTRICT OFFICESAREA OFFICESOREGON (continued)

Santiam Resource Area
1717 Fabry Road SE
P.O. Box 3227
Salem, OR 97302

Alsea Resource Area
1717 Fabry Road SE
P.O. Box 3227
Salem, OR 97302

Yamhill Resource Area
1717 Fabry Road SE
P.O. Box 3227
Salem, OR 97302

Clackamas Resource Area
1717 Fabry Road SE
P.O. Box 3227
Salem, OR 97302

Tillamook Res. Area Headqts.
6615 Officers Row
Tillamook, OR 97141

Spokane District Office
E. 4217 Main Avenue
Spokane, WA 99202

Basin Resource Area
E. 4217 Main Avenue
Spokane, WA 99202

Border Resource Area
E. 4217 Main Avenue
Spokane, WA 99202

Vale District Office
100 "E" Oregon Street
P.O. Box 700
Vale, OR 97918

N. Malheur Resource Area
100 "E" Oregon Street
P.O. Box 700
Vale, OR 97918

S. Malheur Resource Area
100 "E" Oregon Street
P.O. Box 700
Vale, OR 97918

Baker Resource Area
P.O. Box 987
Baker, OR 97814

TOTAL: 1 - State Office
10 - District Offices
34 - Resource Area Offices

STATE OFFICEDISTRICT OFFICESAREA OFFICESUTAH

Utah State Office
324 South State Street
CFS Financial Center
Building, Suite 301
Salt Lake City, UT 84111

Salt Lake District Office
2370 South 2300 West
Salt Lake City, UT 84111

Cedar City District Office
1579 N. Main Street
P.O. Box 724
Cedar City, UT 84720

Richfield District Office
150 E. 900 N.
Richfield, UT 84701

Moab District Office
125 W. 2nd S.
P.O. Box 970
Moab, UT 84532

Bear River Resource Area
2370 South 2300 West
Salt Lake City, UT 84119

Pony Express Resource Area
2370 South 2300 West
Salt Lake City, UT 84119

Permanent Field Station
Grouse Creek, UT 83413

Dixie Resource Area Headqts.
First South Plaza, Suite 202
P.O. Box 726
St. George, UT 84770

Kanab Resource Area Headqts.
320 North First East
Kanab, UT 84741

Escalante Res. Area Headqts.
Escalante, UT 84726

Beaver River Res. Area Hdqs.
444 S. Main
Cedar City, UT 84720

Environmental Project Staff
150 E. 900 N.
Richfield, UT 84701

Warm Springs Resource Area
P.O. Box 778
Fillmore, UT 84631

House Range Resource Area
P.O. Box 778
Fillmore, UT 84631

Henry Mountain Resource Area
P.O. Box 99
Hanksville, UT 84734

Sevier River Resource Area
180 N. 100 E., Suite F
Richfield, UT 84701

San Juan Resource Area
284 S. First West
P.O. Box 7
Monticello, UT 84535

STATE OFFICE

DISTRICT OFFICES

AREA OFFICES

UTAH (continued)

Grand Resource Area
Sand Flats Road
P.O. Box M
Moab, UT 84532

Price River Resource Area
900 N. Seventh East
P.O. Drawer AB
Price, UT 84501

San Rafael Resource Area
900 N. Seventh East
P.O. Drawer AB
Price, UT 84501

Vernal District Office
170 S. 500 E.
Vernal, UT 84078

Diamond Mountain Res. Area
170 S. 500 E.
Vernal, UT 84078

Book Cliffs Resource Area
170 S. 500 E.
Vernal, UT 84078

TOTAL: 1 - State Office
5 - District Offices
18 - Resource Area Offices

STATE OFFICEDISTRICT OFFICESAREA OFFICESWYOMING

Wyoming State Office
2515 Warren Avenue
P.O. Box 1828
Cheyenne, WY 82001

Casper District Office
951 Rancho Road
Casper, WY 82601

Platte River Resource Area
951 Rancho Road
Casper, WY 82601

Buffalo Resource Area
300 Spruce Street
Buffalo, WY 82834

Newcastle Resource Area
P.O. Box 219
Newcastle, WY 82701

Rawlins District Office
P.O. Box 670
1300 - Third Street
Rawlins, WY 82301

Divide Resource Area
P.O. Box 670
1300 - Third Street
Rawlins, WY 82301

Medicine Bow Resource Area
P.O. Box 670
1300 - Third Street
Rawlins, WY 82301

Lander Resource Area
P.O. Box 589
Jett Bldg., Highway 287 So.
Lander, WY 82520

Rock Springs Dist. Office
P.O. Box 1869
Highway 191 N.
Rock Springs, WY 82901

Big Sandy Resource Area
P.O. Box 1170
79 Winston Drive
Rock Springs, WY 82902

Salt Wells Resource Area
P.O. Box 1170
79 Winston Drive
Rock Springs, WY 82902

Kemmerer Resource Area
P.O. Box 632
Kemmerer, WYk 83101

Pinedale Resource Area
P.O. Box 768
Molyneux Building
Pinedale, WY 83941

STATE OFFICE

DISTRICT OFFICES

AREA OFFICES

WYOMING (continued)

Worland District Office
P.O. Box 119
1700 Robertson Avenue
Worland, WY 82401

Grass Creek Resource Area
P.O. Box 119
1700 Robertson Avenue
Worland, WY 82401

Washakie Resource Area
P.O. Box 119
1700 Robertson Avenue
Worland, WY 82401

Cody Resource Area Headqts.
P.O. Box 518
Federal Building
1131 13th Street
Cody, WY 82414

TOTAL: 1 - State Office
4 - District Offices
13 - Resource Area Offices

OUTER CONTINENTAL SHELF OFFICES

ALASKA

P.O. Box 1159
Anchorage, Alaska 99510

NEW ORLEANS

Hale Boggs Federal Building
500 Camp Street, Suite 841
New Orleans, Louisiana 70130

NEW YORK

26 Federal Plaza
Federal Building, Suite 32-120
New York, New York 10278

PACIFIC

1340 W. Sixth Street, Room 200
Los Angeles, California 90017

